

Primary Mental Health Care Minimum Data Set

Circular 2020/01 – January 2020

Data collection changes for the *Australian Government Mental Health Response to Bushfire Trauma*

Purpose

This circular outlines Primary Mental Health Care Minimum Data Set (PMHC MDS) reporting requirements for Primary Health Networks (PHNs) who received funding to deliver services for the *Australian Government Mental Health Response to Bushfire Trauma*.

PHNs who did not receive funding through the *Australian Government Mental Health Response to Bushfire Trauma* have the option to use these PMHC MDS changes to modify their reporting processes.

The department recognises the important and challenging work of PHNs and service providers supporting individuals, families and communities following the bushfires. We aim to minimise data collection burden, and changes to reporting, for PHNs and service providers. We consulted with the Primary Mental Health Care Data Reference Group on options and ways to support implementation of reporting changes.

Scope of new reporting requirements

PHNs in fire affected communities are funded through the *Australian Government Mental Health Response to Bushfire Trauma* to deliver services including:

- Front line emergency distress and trauma counselling, with up to 10 free mental health support sessions for individuals, families and emergency services personnel
- ‘Surge capacity’ mental health services to individuals and families who are affected, and
- Increased demand for headspace sites in fire affected areas.

The PMHC MDS reporting changes are designed to capture this funded service activity.

The department recognises the PHNs who did not receive funding for these activities are likely to be delivering services to clients who were exposed to bushfire. These PHNs have the option to also use the PMHC MDS reporting changes to capture the service response to bushfire trauma.

Both new and existing clients are in scope of the reporting changes.

New 'bushfire response tag'

The department will introduce a 'bushfire response tag' to the PMHC MDS. Instructions for applying the tag, including the definition for episodes that PHNs should tag, are at **Attachment A**.

We will add a single tick box to the PMHC MDS interface to simplify data entry for service providers using the PMHC MDS in this manner (examples at **Attachment B**).

We anticipate we will provide weekly or fortnightly reports on bushfire response service volumes to the Minister for Health. Standard reports will be available in the PMHC MDS to allow PHNs and the department to monitor delivery.

All episodes, including those with the bushfire response tag, are in scope for Primary Mental Health Care Key Performance Indicator (KPI) definitions. There will be no changes to 6 and 12 month reporting requirements.

All other data items will be used as normal as outlined in the PMHC MDS Data Specification document <https://docs.pmhc-mds.com/projects/data-specification/en/v2/data-model-and-specifications.html#definitions>.

Further information

If you have any questions about the reporting requirements, please contact Sarah Hinde, Director, Mental Health Data on 02 6289 6817 or at mentalhealthdata@health.gov.au

Further details about the *Mental Health Response to Bushfire Trauma* is in PHN SharePoint <https://healthgov.sharepoint.com> or contact psychologicalservices@health.gov.au.

Instructions for reporting in the PMHC MDS

SCOPE

PHNs who received funding through the *Australian Government Mental Health Response to Bushfire Trauma*

PHNs funded through the *Australian Government Mental Health Response to Bushfire Trauma* must apply the bushfire response tag to all episodes where one or more service contacts is funded by the response. The PHN should apply the bushfire response tag to:

- New clients
 - Who are accessing services funded through the *Australian Government Mental Health Response to Bushfire Trauma*
 - Whose access to a mental health service was prompted by exposure to bushfire (e.g. their stated reason for approaching a service is their recent exposure to bushfire), and/or
 - Whose mental health service need was significantly increased by their exposure to bushfire (e.g. based on the judgement of the service provider).
- Existing clients (i.e. clients with an open episode)
 - Who are accessing services funded through the *Australian Government Mental Health Response to Bushfire Trauma*, and/or
 - Whose mental health service need was significantly increased by their exposure to bushfire (e.g. additional or higher intensity services are required).

PHNs who did not receive funding through the *Australian Government Mental Health Response to Bushfire Trauma*

PHNs who did not receive funding for *Australian Government Mental Health Response to Bushfire Trauma* activities may use the PMHC MDS reporting changes to capture the service response to bushfire trauma.

For these PHNs, the service provider should apply the bushfire response tag to:

- New clients
 - Whose access to a mental health service was prompted by exposure to bushfire (e.g. their stated reason for approaching a service is their recent exposure to bushfire), and/or
 - Whose mental health service need was significantly increased by their exposure to bushfire (e.g. based on the judgement of the service provider).
- Existing clients (clients with an open episode)
 - Whose mental health service need was significantly increased by their exposure to bushfire (e.g. additional or higher intensity services are required).

HOW TO APPLY THE TAG IN THE PMHC MDS DATA ENTRY INTERFACE

The bushfire response tag is denoted **!br20**.

There are two ways to apply the tag through the PMHC MDS data entry interface:

1. Manual data entry by typing the tag **!br20** to the tag field
 - When entering data directly, episodes will need to be tagged with the string **!br20**. The data entry system already allows for the tagging of records and therefore it is possible to implement this immediately by communicating the instructions to users.
 - Please note the free text nature of the tag system increases the opportunity for errors because it is easy to mistype a tag. This should be emphasised in communications with users.
2. Tick the box labelled 'Australian Government Mental Health Response to Bushfire'.
 - This tick box automatically adds/removes the tag when ticked/unticked (see **Attachment B**). This functionality will be available by 24 January 2020.

CONSIDERATIONS FOR APPLYING THE TAG IN DATA UPLOADS

Users of local third-party or in-house developed systems will need to address varying issues depending on the capability of the system. When considering options please be aware the PMHC MDS specification does not require that data is captured in the same manner as it is supplied during upload.

For example, an ideal solution could be to add an extensible multiple choice "Tags" field to local episode data entry screens. This could initially include an "Australian Government Mental Health Response to Bushfire" option thereby providing the organisation control over the possible tags that can be captured. By ensuring that additional options were easily added in the future such a field would support future special access programs without significant changes, as well as other purposes local or as requested by the Department.

An alternative approach, requiring less development, would be to extend an existing local field at the episode level with an "Australian Government Mental Health Response to Bushfire" option. This gives the organisation control over the values that may be selected.

In both of the above examples, development work would also be required in the data extraction process used to produce PMHC MDS compliant upload files. An endorsement of "Australian Government Mental Health Response to Bushfire" via either method would be converted to the tag **!br20** on the extracted episode records where appropriate.

An alternative but not preferred option is that episode records could be uploaded and then subsequently manually tagged via the data entry interface. This would require significant manual processes and double handling but it is a use case supported by the PMHC MDS.

If you have queries about managing data upload processes please contact the PMHC MDS helpdesk at support@pmhc-mds.com or 03 9340 9020.

Applying the bushfire response tag via PMHC-MDS data entry

The checkbox is on the Episode edit screen:

- Ticking it will add the !br20 tag to the tag field
- Typing the !br20 tag into the tag box will also tick the checkbox
- Unticking the !br20 checkbox will remove the !br20 tag
- Deleting the !br20 tag from the tag field will also untick the checkbox

Figure 1: Checkbox unticked

Home Organisations Users Upload Data Extract Reports Data Entry SLK

Home / Data Entry / Clients / CL0003@PHN999:NFP01 / Client Episodes / E04 / Edit Details

Client "CL0003" at PHN "Test PHN", Provider Organisation "Test PO 1"

? Episode starting 28/04/2016

Details Collection Occasions (2) Service Contacts (3)

View Details Edit Details

Note: * denotes a mandatory field

Tags

☐ Australian Government Mental Health Response to Bushfire (!br20) - Reporting requirements

Add a tag

Figure 2: Checkbox ticked

Home Organisations Users Upload Data Extract Reports Data Entry SLK

Home / Data Entry / Clients / CL0003@PHN999:NFP01 / Client Episodes / E04 / Edit Details

Client "CL0003" at PHN "Test PHN", Provider Organisation "Test PO 1"

? Episode starting 28/04/2016

Details Collection Occasions (2) Service Contacts (3)

View Details Edit Details

Note: * denotes a mandatory field

Tags

☒ Australian Government Mental Health Response to Bushfire (!br20) - Reporting requirements

!br20 Add a tag