



Australian Government

**Australian Institute of
Health and Welfare**

*Better information and statistics
for better health and wellbeing*

DRUG TREATMENT SERIES

Number 23

Alcohol and other drug treatment services NMDS 2009–10

Specifications and collection manual

June 2009

Australian Institute of Health and Welfare

Canberra

Cat. no. PHE 113

The Australian Institute of Health and Welfare is Australia's national health and welfare statistics and information agency. The Institute's mission is *better information and statistics for better health and wellbeing.*

© Australian Institute of Health and Welfare 2009

This work is copyright. Apart from any use as permitted under the *Copyright Act 1968*, no part may be reproduced without prior written permission from the Australian Institute of Health and Welfare. Requests and enquiries concerning reproduction and rights should be directed to the Head, Media and Communications Unit, Australian Institute of Health and Welfare, GPO Box 570, Canberra ACT 2601.

This publication is part of the Australian Institute of Health and Welfare's Drug treatment series. A complete list of the Institute's publications is available from the Institute's website <www.aihw.gov.au>.

ISSN 1442-7230

ISBN 978 1 74024 933 1

Suggested citation

Australian Institute of Health and Welfare 2009. Alcohol and other drug treatment services NMDS 2009–10: specifications and collection manual. Drug treatment series no. 23. Cat. no. PHE 113. Canberra: AIHW.

Australian Institute of Health and Welfare

Board Chair

Hon. Peter Collins, AM, QC

Director

Penny Allbon

Any enquiries about or comments on this publication should be directed to:

Ms Amber Jefferson

Drug Surveys and Services Unit

Australian Institute of Health and Welfare

GPO Box 570

Canberra ACT 2601

Phone: (02) 6244 1000

Email: amber.jefferson@aihw.gov.au

Published by the Australian Institute of Health and Welfare

Please note that there is the potential for minor revisions of data in this report. Please check the online version at <www.aihw.gov.au> for any amendments.

Contents

Abbreviations.....	v
Summary	vi
1 Introduction.....	1
1.1 How to use this document.....	1
1.2 Why do we need a national collection?	1
1.3 Brief history of the national collection	2
1.4 Roles and responsibilities	3
2 Scope of the AODTS-NMDS	6
2.1 Which agencies?	6
2.2 Which clients?.....	7
2.3 Which activities?	7
3 What's new for 2009-10?	9
3.1 Changes in 2009-10.....	9
4 AODTS data items	10
4.1 Overview of data items in the NMDS.....	10
4.2 Key definitions	11
4.3 Establishment-level items	18
4.4 Episode-level items.....	34
4.5 A summary of data element changes.....	100
5 Collection procedures, data quality and validation checks	102
5.1 Collation of the national data set.....	102
5.2 Data transfer	105
5.3 Data quality.....	110
5.4 AIHW validation checks	112
'Attachment A'	124
6 AODTS-NMDS privacy and data principles	131
6.1 Introduction	131
6.2 Relevant background material.....	131
6.3 Responsibilities and principles	134
7 Data release guidelines for the AODTS-NMDS	139
7.1 Purpose	139
7.2 Background	139
7.3 Options for access to unpublished data	139
7.4 Requests to AIHW for summarised national data.....	140
7.5 Requests to AIHW for access to unit record data in the national database	141

7.6	Requests to states and territories for summarised or unit record data.....	141
7.7	Requests from the AODTS–NMDS Working Group to explore data at meetings ..	142
7.8	AIHW charging policy for ad hoc information services.....	143
7.9	Data access forms	144
7.10	Other alcohol and other drug data	154
Appendix 1: A history of data element changes		155
Appendix 2: Members of the IGCD AODTS–NMDS Working Group.....		159
Appendix 3: Australian Standard Geographical Classification		162
Appendix 4: Standard Australian Classification of Countries		163
Appendix 5: Australian Standard Classification of Languages.....		164
Appendix 6: Australian Standard Classification of Drugs of Concern.....		165
Appendix 7: Steps for protecting privacy		172
Appendix 8: Privacy and the AIHW.....		174
Appendix 9: National Aboriginal and Torres Strait Islander Health Data Principles.....		182
References.....		184
List of tables		184

Abbreviations

ABS	Australian Bureau of Statistics
AHMAC	Australian Health Ministers' Advisory Council
AIHW	Australian Institute of Health and Welfare
AOD	Alcohol and other drugs
AODTS-NMDS	Alcohol and Other Drug Treatment Services National Minimum Data Set
ASCDC	Australian Standard Classification of Drugs of Concern
ASCL	Australian Standard Classification of Languages
ASGC	Australian Standard Geographical Classification
IGCD	Intergovernmental Committee on Drugs
IPPs	Information Privacy Principles
METeOR	AIHW's Metadata Online Registry
NDARC	National Drug and Alcohol Research Council
NEHIPC	National E-Health Information Principal Committee
NHDD	National health data dictionary
NHIA	National Health Information Agreement
NHIMG	National Health Information Management Group
NHISSC	National Health Information Standards & Statistics Committee
NLI	National Localities Index
NMDS	National minimum data set
NPPs	National Privacy Principles
SACC	Standard Australian Classification of Countries
SIMC	Statistical Information Management Committee
SLA	Statistical Local Area

Summary

This document is a guide for drug treatment agencies, state and territory health departments and other people involved in collecting and transmitting data for the 2009–10 Alcohol and Other Drug Treatment Services National Minimum Data Set (AODTS–NMDS). It contains definitions of the data elements in the collection, and guidelines about collecting and transmitting the data in 2009–10. This document is one of a series of similar documents that provide information to assist participants in each year of the collection.

This publication was updated by Karen Blakey-Fahey and Amber Jefferson of the Australian Institute of Health and Welfare, advised and assisted by members of the Intergovernmental Committee on Drugs AODTS–NMDS Working Group. The AIHW gratefully acknowledges the funding provided by the Australian Government Department of Health and Ageing.