

# Appendix 1 The data

## A1.1 The National Data Collection

The National Data Collection has been providing annual information on the provision of assistance through the Supported Accommodation Assistance Program since 1996–97. The Australian Institute of Health and Welfare has had the role of National Data Collection Agency (NDCA) since the collection's inception.

The National Data Collection consists of distinct components, each of which can be thought of as a separate collection. Currently, four collections are run annually: the Client Collection, the Administrative Data Collection, the Unmet Demand Collection and the Casual Client Collection.

- The Client Collection is the main component. It collects information about all clients receiving support under SAAP of more than 1 hour's duration. Data are recorded by service providers during, or immediately following, contact with clients and are then forwarded to the NDCA after clients' support periods have ended or, for ongoing clients, at the end of the reporting period (31 December and 30 June). Data collected include basic socio-demographic information and information on the services required by, and provided to, each client. Information about each client's situation before and after receiving SAAP services is also collected. A full-scale trial of the Client Collection, involving all agencies across Australia, began in March 1996 and the collection proper began on 1 July 1996. The collection has continued, with some refinements to the data items introduced in July each year.
- The Administrative Data Collection consists of general information about the agencies providing accommodation and support services to people who are homeless or in crisis. Details about these agencies are forwarded to the NDCA by the community service departments that administer SAAP in each State and Territory. The information provided for the Administrative Data Collection includes the client target group of each agency and its principal activity, together with details of funding and staffing capacity where these are available.
- The Unmet Demand Collection is conducted annually over 2 weeks. It measures the level of unmet demand for SAAP services by collecting information about the number of requests for support or accommodation from SAAP agencies that are not met, for whatever reason.
- The two-week Casual Client Collection is conducted annually to elicit information about short-term or one-off assistance provided to homeless people.

There is also provision in the National Data Collection for a limited number of special issues surveys. A collection on SAAP clients with no income or very low income was conducted in May–June 2000 and is the subject of a separate report released in October 2002.

This current report covers only accommodated clients and clients who received support lasting longer than 1 hour. Consequently, it only uses information collected in the Client and Administrative Data Collections. A further report examining demand for SAAP services,

including data from the 2001–02 Casual Client and Unmet Demand Collections, will be released in November 2002.

## A1.2 The Client Collection

As noted, the Client Collection obtains information about all clients receiving SAAP support lasting more than 1 hour. To ensure that the data collected accurately reflect the work done under the auspices of the program, it is important that there is a high level of participation among SAAP-funded agencies. Overall, the participation rate for the Client Collection has been very satisfactory. In 2001–02, 95% of SAAP agencies providing support and/or accommodation to SAAP clients participated in the collection (Table A1.1). This is up from the 94% participation rate obtained for 2000–01 (AIHW 2001a:73).

In assessing the quality of data in any collection, it is important to consider not only overall participation rates but also the degree to which data collection forms returned are complete. All data collections and surveys invariably have some missing data, but this does not necessarily undermine the validity or reliability of information obtained. However, high levels of non-response to particular questions mean that some caution should be exercised when interpreting the data because the results may not fully reflect the entire population of interest.

In this context it should be noted that the protocols established for the National Data Collection require that SAAP clients provide information in a climate of informed consent. If a client's consent is not obtained, only a limited number of questions can be completed on data collection forms, and an 'alpha code' is not recorded. Alpha codes are used to create a linkage key, which allows data collected on separate occasions from the same client to be combined without identifying the client. Thus alpha codes allow enumeration of actual clients in addition to occasions of support.

Across Australia, consent and valid alpha codes with consent (termed 'valid consent') were obtained from clients in 87% and 85% of support periods respectively (Table A1.1). These rates were the highest since the inception of the National Data Collection in July 1996 (AIHW 1997; AIHW 1999; AIHW 2000a: Table 1.1; AIHW 2000b: Table A1.1). In all States and Territories, valid consent was obtained in the majority of cases, ranging from 73% in South Australia to 87% in both Victoria and Queensland. Except for South Australia and the Australian Capital Territory, where valid consent rates fell, the 2001–02 valid consent rates were considerably higher for every State and Territory and primary target group compared with the 2000–01 figures.

It should also be noted that some participating SAAP agencies are classified as 'high-volume' agencies. These agencies, characterised by having a high client turnover, complete high-volume data collection forms which collect only a subset of Client Collection data items. Information from these forms therefore appears only in tables using data from this subset of items; other tables are restricted to information from general agencies. There were 40,099 high-volume forms returned (24% of the total) during the reporting period (note 4 of Table A1.1). After weighting (see Section A1.2.1), high-volume agencies accounted for 43,200 of the 177,000 support periods. Appendix 2 contains copies of the general client form and high-volume client form.

**Table A1.1: SAAP Client Collection: agency participation rates and forms returned with informed consent and valid consent, by State and Territory and primary target group, Australia, 2001–02**

	Agencies		Forms returned		
	Total	Participation rate	Total	Consent	Valid consent
State/Territory	Number	%	Number	%	%
NSW	385	93.8	44,791	86.9	85.6
Vic	348	96.0	43,133	88.0	86.5
Qld	191	92.7	38,354	90.1	87.3
WA	104	97.1	14,257	88.2	86.3
SA	82	92.7	13,349	75.2	73.2
Tas	40	92.5	5,405	81.9	80.4
ACT	31	96.8	2,583	86.4	84.3
NT	30	96.7	4,663	90.9	84.3
<b>Total</b>	<b>1,211</b>	<b>94.5</b>	<b>166,535</b>	<b>87.0</b>	<b>85.1</b>
<b>Primary target group</b>					
Young people	458	93.7	33,308	82.8	80.7
Single men only	95	93.7	29,277	93.1	92.4
Single women only	45	95.6	3,819	85.7	84.5
Families	114	97.4	8,234	81.8	80.5
Women escaping domestic violence	280	96.1	35,731	80.7	76.8
Cross-target/multiple/general	219	93.2	56,166	91.3	89.9
<b>Total</b>	<b>1,211</b>	<b>94.5</b>	<b>166,535</b>	<b>87.0</b>	<b>85.1</b>

*Notes*

1. 'Agencies' refers to the number of agencies that were 'in scope'—that is, that should have been participating in the reference period.
2. Based on forms returned from agencies in scope for the Client Collection during the reference period. Not all agencies funded under SAAP are required to participate in the Client Collection. For example, agencies that only provide support to other agencies or that only provide casual assistance lasting less than 1 hour are not required to participate in the collection. Consequently, some agencies funded under SAAP (see Chapter 2) are not included in this table.
3. 'Valid consent' here refers to all forms with a valid alpha code that were answered with consent (see 'alpha code' in the Glossary).
4. Of the 166,535 forms returned, 40,099 were high-volume forms. After adjusting for agency non-participation (see Section A1.2.1), high-volume agencies accounted for 43,200 of the 177,000 support periods.

Source: SAAP Administrative Data and Client Collections.

### **A1.2.1 Adjusting for agency non-participation and client non-consent in the Client Collection**

As noted, the 2001–02 Client Collection achieved an agency participation rate of 95% and a valid consent rate of 85%. This means that no forms were obtained from clients presenting at the 5% of SAAP agencies that did not participate in the Client Collection. In addition, valid consent was not obtained for 15% of support periods at participating SAAP agencies, so that either personal information about these clients was not recorded on the forms for these support periods or the data could not be used because a valid alpha code was not provided. In order to provide accurate data about all clients presenting at SAAP agencies, the data

collected in the Client Collection must be adjusted for agency non-participation, if necessary, and client non-consent.

The simplest way of adjusting for non-participation and non-consent is to scale up estimates at the total level. This assumes that, on average, the demographic characteristics and circumstances of people are the same regardless of whether or not data about them were reported to the NDCA. There may, however, be some differences between the profiles of support periods with and without consent. Consequently, distributions based only on support periods with consent may differ from those that would have been obtained had consent been provided in all cases. The varying valid consent rates by State and Territory and primary target group (see Table A1.1) suggest that there are differences between support periods with and without consent. The Australian Institute of Health and Welfare has therefore developed an adjustment scheme that allows for differences between support periods with consent and those without. The scheme also adjusts estimates to allow for agency non-participation (if this occurs), for clients who give valid consent for some support periods but not for others (referred to as 'mixed consent'), and for clients who do not give consent in any of their periods of support. The scheme is outlined below.

There is no strictly objective method that can be applied to the data from the Client Collection to adjust estimates for incomplete response. Karmel (1999:23, 26) describes the statistical assumptions underlying the adjustment scheme developed by the Institute. It has the following features:

- The collection is divided into specified groups, or strata. Within the strata it is assumed that support periods with valid consent (that is, with consent and a valid alpha code) represent support periods without valid consent. This means that the characteristics of support periods within each stratum are assumed not to depend on whether valid consent was obtained. The strata are defined in terms of characteristics available for all support periods in participating agencies.
- If there are any non-participating agencies within a State or Territory it is assumed that, on average, participating and non-participating agencies provide a similar volume and profile of support.
- Some clients have mixed consent. Assumptions about the extent and nature of mixed consent are made to estimate the number of clients and the average number of support periods per client. Adjustments made for clients with mixed consent within subgroups are derived using simulation techniques and by-product data from the Client Collection.
- For support periods, two weights for adjusting estimates are derived:
  - *a non-participation weight* – a range of information is available for all support periods in participating agencies and estimates using these data are adjusted only for agency non-participation; and
  - *a full non-participation non-consent weight* – for estimates using data that require consent, weights that adjust for both agency non-participation and client non-consent are used.

It is possible for these two weighting schemes to give slightly different estimates for the same item. Since estimates derived using the non-participation weights are based on a much larger sample of support periods than those using the full non-participation non-consent weights, the former (where available) are preferred because of their greater accuracy.

- For accompanying child support periods, only a *non-participation weight* is used (see above). The same base stratification is used for the accompanying child and client support period weights.
- For clients and accompanying children, only one weight is derived since valid consent is required to derive these estimates. The number of accompanying children can only be estimated for ‘general’ (not high-volume) support periods as alpha code for children is not collected on the high-volume form.
- A non-participation weight is derived for each support period in participating agencies, and a full non-participation non-consent weight is derived for each support period with valid consent. A client weight is derived for each client with at least one support period with valid consent. Estimates of totals are then found by summing the relevant weights for each support period or client with the characteristics of interest.

In estimates of numbers of clients, inaccuracies caused by identical linkage keys for a small number of clients and changing linkage key information for the same client are not considered in the adjustment scheme.

In this report nearly all estimates of clients and support periods obtained using data from the Client Collection have been adjusted for agency non-participation and, where applicable, client non-consent using the scheme just outlined. In the supplements associated with this report, unadjusted estimates are presented at the regional level because the scheme was developed for national and State-level estimates and is not appropriate for regional estimates. No other adjustments have been made for errors or omissions or for data not obtained as a result of question exclusions on the high-volume form.

## A1.3 Interpretation of tables

When interpreting the tables in this report, a number of points should be noted.

- The main unit used in the table (for example, percentages, numbers or dollars) is shown at the end of the table title. If no unit is given there, the units used are given in the body of the table. Numbers of support periods and clients are generally rounded to the nearest 100 in this report and to the nearest 50 in the State and Territory supplementary tables.
- Figures have been weighted to adjust for agency non-participation and, where necessary, for client non-consent (see A1.2.1).
- In tables by State and Territory, numbers of clients include all clients who ever visited SAAP agencies in each State or Territory. Further, the support periods for a particular client may have been at agencies in more than one State or Territory. Consequently, the number of clients multiplied by the average number of support periods for these clients is greater than the number of support periods provided within a particular State or Territory.
- Records with missing data (due to either errors or omissions) are not included in the percentages or numbers in a table. Care should be taken when interpreting and using figures in a table if the numbers of errors and omissions are relatively high (as a rule of thumb, more than one-third as big as the number of records included in the table – see the ‘Total (number)’ row).

- Tables that exclude high-volume returns may not reflect patterns of SAAP use among all support periods because high-volume agencies may provide different services and have a different clientele when compared with general agencies.
- Components may not add to totals due to rounding.
- In a number of tables clients may have more than one response, so percentages will not total 100. A note to the table will indicate whether this is the case.
- Where percentages sum to 100, the rows above the 'Total' row sum to 100. In the 'Total (%)' row, the figures to the left of '100.0' sum to 100.
- A number of tables have Australian population data included. This is to allow comparisons between SAAP clients and the general population.

In general, numbered notes at the bottom of the tables indicate:

- the number of records excluded from the table because of errors in the data;
- the number of records excluded from the table because of omissions in the data;
- whether the relevant data were not available from high-volume agencies;
- which weights have been used – that is, whether non-participation weights or full non-participation, non-consent weights were used; and
- any additional information needed to interpret the table.

### A1.3.1 Examples

Two examples of how to interpret tables follow. The reference letters in the statements below correspond with bracketed letters in the relevant table, to show which number is being discussed. The figures have been rounded in the discussion, as they have been in the body of the report.

#### Example 1

The first example (Table A1.2) presents information on clients' ethnicity and gender. The numbers in Table A1.2 can be interpreted as follows.

- There were 92,500 **(f)** clients in 2001–02. (Note that this figure excludes those with missing data on gender or ethnicity. The total client number (95,600) is obtained by adding in the 3,072 **(l)** clients excluded due to errors and omissions (see note 1) or by looking at tables with zero errors and omissions – for example, Table 3.1.)
- Forty-four per cent of all clients were male **(e)**.
- Twelve per cent of male clients were Indigenous Australians **(a)**.
- On average, clients had 1.8 **(j)** support periods each.
- Indigenous clients averaged 2.4 **(h)** support periods each.
- Male clients averaged 2.1 **(i)** support periods each.
- Male clients who were Indigenous Australians averaged 2.9 **(g)** support periods each.
- Male clients accounted for 49% **(k)** of all support periods.
- Indigenous Australians made up just under 2% **(d)** of all Australians aged 10 years and over. This is considerably lower than the 17% **(b)** observed among SAAP clients,

suggesting that Indigenous Australians are much more likely than people of other backgrounds to use SAAP services.

**Table A1.2: Example 1 illustrating table interpretation**

**SAAP clients: clients and support periods per client, by cultural and linguistic diversity and gender of client, Australia, 2001–02**

Cultural and linguistic diversity	Male	Female	Total	Australian population 10+		
<b>Clients</b>	<b>%</b>	<b>%</b>	<b>%</b>	<b>Number</b>	<b>%</b>	<b>Number</b>
Indigenous Australians	(a) 11.9	20.4	(b) 16.7	(c) 15,400	(d) 1.9	306,500
Australian-born non-Indigenous people	74.0	63.3	68.0	62,900	71.5	11,836,600
People born overseas, English proficiency group 1	5.7	4.1	4.8	4,500	10.4	1,719,700
People born overseas, English proficiency groups 2–4	8.3	12.1	10.4	9,700	16.3	2,699,600
<i>Total</i>	<i>100.0</i>	<i>100.0</i>	<i>100.0</i>	..	<i>100.0</i>	..
<b>Total (%)</b>	<b>(e) 43.8</b>	<b>56.2</b>	<b>100.0</b>	..	..	..
<b>Total (number)</b>	<b>40,600</b>	<b>52,000</b>	..	<b>(f) 92,500</b>	..	<b>16,562,500</b>
<b>Support periods</b>	<b>Mean number per client</b>			<b>Total number</b>		
Indigenous Australians	(g) 2.87	2.13	(h) 2.36	36,800	..	..
Australian-born non-Indigenous people	1.98	1.56	1.76	112,700	..	..
People born overseas, English proficiency group 1	1.95	1.51	1.74	7,800	..	..
People born overseas, English proficiency groups 2–4	1.57	1.42	1.47	14,100	..	..
<i>Total</i>	<i>(i) 2.05</i>	<i>1.66</i>	<i>(j) 1.83</i>	..	..	..
<b>Total support periods (%)</b>	<b>(k) 49.4</b>	<b>50.6</b>	<b>100.0</b>	..	..	..
<b>Total support periods (number)</b>	<b>84,700</b>	<b>86,800</b>	..	<b>171,500</b>	..	..

*Notes*

1. Number excluded due to errors and omissions (weighted): 3,072 clients (l).
2. For derivation of cultural and linguistic diversity, see the counting rules (Appendix 1, Section A1.4).
3. 'Australian population 10+' refers to the estimated resident population aged 10 years and over at 30 June 2000 (preliminary estimates). The figures for Indigenous Australians are from experimental estimates based on the 1996 Census produced by the ABS. The number of 'Australian-born non-Indigenous people' is derived from the Australian-born population minus the number of Indigenous Australians.
4. Figures have been weighted to adjust for agency non-participation and client non-consent.

Source: SAAP Client Collection; ABS 1998; ABS 2001b.

## Example 2

The second example demonstrates how to interpret tables that present data on the circumstances of clients before and immediately after support. Chapter 8 contains tables of this kind. The discussion relates to Table A1.3, which contains data on the source of clients' income before and immediately after a support period.

- The table presents data on closed support periods for 2001–02 in Australia. The first section of the table **(a)** singles out those closed support periods in which clients said they needed assistance to obtain or maintain a government pension or benefit. This section shows the income status of this subset of clients before **(c)** and immediately after **(d)** support thus indicating whether SAAP services assisted clients in obtaining the benefits or pensions they said they required.
- The second section of the table **(b)** deals with all closed support periods with a view to showing the income status of all clients before **(e)** and immediately after **(f)** support.
- A large number of support periods had missing data for main source of income before – 14,700 **(m)** – and/or immediately after – 27,300 **(n)** – support.
- In addition, support periods with data reported using the high-volume form did not have all the required information recorded and thus were excluded from the table **(q)** (see note 4 to Table A1.1). Consequently, the percentages in the table may not reflect the income status of all clients before and after support and may be considered indicative only. In particular, the number of support periods given in the table in the 'Total (number)' row is much lower than the actual total number of closed support periods (see Table 7.1).
- Among all closed support periods, 102,800 **(k)** had complete income data before support while 90,100 **(l)** had complete income data after support.
- There was a total of 117,500 **(p)** closed support periods (excluding support periods at high-volume agencies); clients requested assistance to obtain or maintain a pension or benefit in 15,700 **(o)** of these.
- For all closed support periods, 8% **(i)** were for clients who had no income and were not awaiting a pension or benefit before a support period.
- In comparison, immediately after support clients had no income and were not awaiting a pension or benefit in 6% **(j)** of all closed support periods.
- Of the closed support periods where clients said they needed assistance to obtain or maintain a pension or benefit, 18% **(g)** had no income and were not awaiting a pension or benefit before support. This can be compared with 8% **(i)** for all closed support periods.
- Of the closed support periods where clients said they needed assistance to obtain or maintain a pension or benefit, 6% **(h)** had no income and were not awaiting a pension or benefit immediately after support. This can be compared with 18% **(g)** before support and with 6% **(j)** of all closed support periods after support.

**Table A1.3: Example 2 illustrating table interpretation**

**SAAP closed support periods: source of income immediately before and after a support period, Australia, 2000-01**

Source of income	(a) Closed support periods in which clients needed assistance to obtain/maintain a pension or benefit		(b) All closed support periods	
	(c) Before	(d) After	(e) Before	(f) After
No income	(g) 17.5	(h) 5.6	(i) 8.4	(j) 5.8
No income, awaiting pension/benefit	3.5	2.9	1.4	1.0
Government pension/benefit	70.9	85.5	83.2	85.9
Other	8.2	6.0	6.9	7.4
<i>Total</i>	<i>100.0</i>	<i>100.0</i>	<i>100.0</i>	<i>100.0</i>
<i>Total (number with valid data)</i>	<i>14,800</i>	<i>13,600</i>	(k) <i>102,800</i>	(l) <i>90,100</i>
Number with missing data	800	2,000	(m) 14,700	(n) 27,300
<b>Total (number)</b>	<b>(o) 15,700</b>	<b>15,700</b>	<b>(p) 117,500</b>	<b>117,500</b>

*Notes*

1. Table excludes high-volume records because not all items were included on the high-volume form (q).
2. Figures have been weighted to adjust for agency non-participation and client non-consent.

Source: SAAP Client Collection.

## A1.4 Counting rules and other definitions used in the analysis

In this report the following rules have been used when counting clients or support periods in particular groups. For detailed descriptions of categories, please refer to the SAAP collectors' manual (AIHW 2001b).

**Accommodation type** The SAAP Client Collection specifies 22 distinct categories of client accommodation. In this report, the categories are combined into 10 groups, as follows:

- SAAP or other emergency housing, for those in any SAAP- or CAP-funded accommodation and non-SAAP emergency accommodation;
- living rent-free in house or flat;
- private rental, for those renting independently in the private rental market;
- public or community housing;
- rooming house/hostel/hotel/caravan;
- boarding in a private home;
- own home, for those purchasing or living in own home;
- living in a car/tent/park/street/squat;
- institutional, for those residing at a hospital, psychiatric institution, prison, youth training centre, detoxification unit or rehabilitation centre, and any other government residential arrangement or other institutional setting not already specified; and
- other, for those living in non-SAAP housing or accommodation not already specified.

**Accompanying child requiring assistance** An accompanying child is said to require assistance if any information concerning the need for or provision of services (including referrals) has been reported for the child (see question 29 of the general client form, Appendix 2).

**Accompanying child support period** The number of accompanying child support periods is calculated by summing the number of accompanying children reported for each support period.

**Age of client** The age of the client (for the Client Collection) relates to the client's age at the start of the support period; it is estimated from the client's year of birth and is either their age at the beginning of the support period or their age on the first day of the reporting period (1 July), whichever is the later.

<b>Agency</b>	<p>A SAAP agency is included in the analyses in Chapter 2 if information about recurrent allocations was provided for 2001–02 and the agency operated for some part of the period 1 July 2001 to 30 June 2002. Agencies that were operational only in June 2001 are not considered ‘in scope’ for the Client Collection, so do not contribute to the analyses in Chapters 3 to 10.</p> <p>The number and profile of agencies change each year as a result of the amalgamation or splitting of agencies, the opening of new agencies, or the reclassification of service delivery models or target groups. These changes are determined by State and Territory government departments.</p>
<b>Client</b>	<p>Client forms from operational SAAP agencies are included in the analyses presented in this report if:</p> <ul style="list-style-type: none"> <li>• the client’s support period ended in the reporting period; or</li> <li>• the client’s support period started on or before the end of the reporting period and either was ongoing at the end of the reporting period (30 June) or the end date of the support period was unknown and the record was entered by the NDCA before the data entry close-off date for the reporting period.</li> </ul> <p>Tables detailing the characteristics of individual clients generally present data collected during the client’s first support period in the reporting period.</p>
<b>Cultural and linguistic diversity</b>	<p>The cultural and linguistic diversity classification has been used in this report in response to the limitations of the ethnicity classification used previously. The cultural and linguistic diversity grouping of a client is based on the responses to two questions: country of birth, and Aboriginal or Torres Strait Islander identification.</p> <p>The four categories used in this report are derived as follows:</p> <ul style="list-style-type: none"> <li>• Indigenous Australians – those who identify as an Aboriginal person or a Torres Strait Islander in the collection.</li> <li>• Australian-born non-Indigenous people – those born in Australia who do not identify as an Aboriginal person or a Torres Strait Islander in the collection.</li> <li>• People born overseas, English proficiency group 1 – those who do not identify as Indigenous Australians in the collection and who were born in English proficiency group 1 countries.</li> </ul> <p>People born overseas, English proficiency groups 2–4 – those who do not identify as Indigenous Australians and who were born in English proficiency groups 2–4 countries.</p>

<b>English proficiency</b>	<p>English proficiency relates to people born overseas. The English proficiency status of clients is determined by their country of birth. Four English proficiency groups based on country of birth (excluding Australia) have been specified by the Department of Immigration and Multicultural Affairs (DIMA 1999). These are combined into two groups for this report:</p> <ul style="list-style-type: none"> <li>• English proficiency group 1 countries – Canada, Ireland, New Zealand, South Africa, the United Kingdom, and the United States of America;</li> <li>• English proficiency groups 2–4 countries – all other countries (excluding Australia).</li> </ul>
<b>Income source</b>	<p>The SAAP Client Collection specifies 26 distinct categories for the main income source of clients. In this report, the categories are combined into four groups:</p> <ul style="list-style-type: none"> <li>• no income;</li> <li>• no income, registered/awaiting benefit;</li> <li>• government pension/benefit – including Newstart Allowance; Youth Allowance according to whether or not the person was at home and whether or not the person was dependent; Austudy for students aged 25 years and over; Community Development Employment Program; Austudy or ABSTUDY at the standard, independent or homeless rate; Disability Support Pension; Age Pension; Parenting Payment; Special Benefit; Sickness Allowance; Partner Allowance; Department of Veterans’ Affairs Support or Disability Pensions; and any other benefit or pension; and</li> <li>• other income – including Workcover or compensation, maintenance or child support, wages or salary or income from a client’s own business, spouse or partner’s income, and any other income source not specified above.</li> </ul>
<b>Living situation</b>	<p>The SAAP Client Collection specifies 14 distinct categories for the living situation of clients. In this report, the categories are combined into eight groups:</p> <ul style="list-style-type: none"> <li>• with parents (for those living with both parents), with one parent and a parent’s spouse or partner, or with one parent;</li> <li>• with foster family;</li> <li>• with relatives/friends short term;</li> <li>• with relatives/friends long term;</li> <li>• with spouse/partner, with or without child(ren);</li> <li>• alone with child(ren);</li> <li>• with other unrelated persons; and</li> <li>• other, being any other living situation not already specified.</li> </ul>

<b>Mean</b>	<p>For non-funding support period or client-level items, the mean value of an item is the weighted arithmetic average of the item using relevant records with valid values.</p> <p>For funding items, the mean is the total funding as reported, divided by the relevant number of units. For funding per support period or per client, weighted estimates of support periods or clients are used in this division.</p>
<b>Median</b>	<p>The median is the fiftieth percentile of a distribution. This is the value of an item such that half (using weights) of relevant records with valid values are below this value and half are above it.</p>
<b>Missing values</b>	<p>Records or forms that are not available for analysis are shown in table notes. The number of such records for each table is calculated in the following order of precedence:</p> <ul style="list-style-type: none"> <li>• records not available because client data were collected on high-volume forms (specific numbers not presented);</li> <li>• records not available because of errors; and</li> <li>• records not available because of omissions.</li> </ul> <p>In tables involving sub-populations of support periods or clients, it is impossible to determine whether a given record should be included or excluded if data are missing for the variable(s) defining the sub-population in the analysis. Such records are not included in the missing count for these tables.</p>
<b>Monthly average</b>	<p>The monthly average figures for support are calculated by summing the number of active support periods on each day of a particular month, and dividing by the number of days in that month.</p> <p>The monthly average figures for support periods with accommodation are calculated by summing the number of support periods with active accommodation periods on each night of a particular month, and dividing by the number of nights in that month.</p>
<b>Ongoing support period</b>	<p>A support period is considered ongoing at the end of the reporting period if each of the following conditions is met:</p> <ul style="list-style-type: none"> <li>• No support end-date is provided.</li> <li>• No after-support information is provided.</li> <li>• The corresponding client form was received in the month following the end of the reporting period.</li> </ul> <p>Ongoing support periods are not included in tables relating to duration of support or accommodation or to the circumstances of clients before and after support.</p>

**Percentages** Percentages presented in the report are based on valid values only; that is, records without values for the relevant data item are excluded from the denominator before percentages are calculated.

**Region** The Rural, Remote and Metropolitan Areas Classification developed by the then Commonwealth Department of Human Services and Health and the then Department of Primary Industries and Energy is used in analyses presented in this report. The classification consists of seven categories but these are combined here into five groups:

- capital city – State and Territory capital city statistical divisions;
- other metropolitan centre – one or more statistical subdivisions that have an urban centre with a population of 100,000 or more;
- large rural centre – areas in which most people reside in urban centres with a population of 25,000 or more;
- other rural area – rural areas containing urban centres with populations of between 10,000 and 24,999 and other rural areas;
- remote area – remote urban centres with a population of 5,000 or more and other remote areas.

The classification is based on 1991 populations and statistical local areas. Further details of the classification are provided in Rural, Remote and Metropolitan Areas Classification 1991 census edition (Department of Human Services and Health & Department of Primary Industries and Energy 1994).

**SAAP accommodation** The SAAP Client Collection specifies six distinct types of SAAP accommodation that may be provided to clients. In this report, the six types are combined into three groups:

- crisis or short-term accommodation;
- medium- to long-term accommodation; and
- other SAAP-funded accommodation, which comprises accommodation in hostels, motels, hotels and caravans, community placements and other SAAP-funded arrangements.

**Support** The Client Collection specifies 33 distinct types of support and allows agencies to record other types of support not listed on the data form. This report presents individual support types and includes a subtotal for six distinct groupings.

The major classifications are:

- housing or accommodation services – SAAP or CAP accommodation, assistance to obtain/ maintain short-term accommodation, and assistance to obtain/ maintain independent housing;
- financial or employment assistance – assistance to obtain/ maintain a government payment, employment/ training assistance, financial assistance or material aid, and financial counselling;
- counselling – incest or sexual abuse counselling, domestic violence counselling, family or relationship counselling, emotional support and other counselling, and assistance with problem gambling (not previously separately specified);
- general support and advocacy – living skills and personal development; assistance with legal issues or court support; advice or information; retrieval, storage or removal of personal belongings; advocacy or liaison on behalf of clients; and brokerage services;
- specialist services – psychological services, psychiatric services, pregnancy support, family planning support, drug or alcohol support or intervention, physical disability services, intellectual disability services, culturally appropriate support, interpreter services, assistance with immigration issues (not previously separately specified), and health or medical services; and
- basic support and services not elsewhere specified – meals, laundry or shower facilities, recreation, transport, and other support. Note that brokerage services were previously included in this classification.

### **Support to assisted children**

The SAAP Client Collection specifies 17 distinct types of support to assisted children and allows agencies to record other types of support not listed on the data form. The different types of support have been combined into the following groups for this report:

- accommodation;
- school liaison and child care;
- counselling – including help with behavioural problems, sexual or physical abuse counselling, skills education and general counselling;
- general support and advocacy – including access arrangements, advice and information, brokerage services and advocacy;
- specialist services – including culturally sensitive services and health or medical services; and

- basic support and services not elsewhere specified – including meals, showers or hygiene, recreation and transport.

Support for assisted children is recorded on only one parent's form when a couple presents to an agency.

# **Appendix 2 SAAP NDCA Client Collection forms**

