

**Developing a nationally consistent
data set for needle and syringe
programs**

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

Developing a nationally consistent data set for needle and syringe programs

February 2007

Australian Institute of Health and Welfare
Canberra

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The project team would like to acknowledge the financial support of the Australian Government Department of Health and Ageing, which contracted the Australian Institute of Health and Welfare to undertake this project.

Acronyms

ABS	Australian Bureau of Statistics
AIHW	Australian Institute of Health and Welfare
COAG	Council of Australian Governments
DoHA	Department of Health and Ageing
FDU	Functioning and Disability Unit
HIV	Human Immunodeficiency Virus
IDU	Injecting drug user
METeOR	AIHW Metadata Online electronic Registry
NCSD	National Community Services Data Dictionary
NCSIMG	National Community Services Information Management Group
NDDSU	National Data Development and Standards Unit
NHDAMG	National Housing Data Agreement Management Group
NHDD	National Health Data Dictionary
NHIG	National Health Information Group
NMDS	National minimum data set
NSP	Needle and syringe program
NSPs	Needle and syringe programs
SLA	Statistical Local Area

Summary

States and territories report annually to the Australian Government Department of Health and Ageing (DoHA) on the performance of needle and syringe programs (NSPs) in their jurisdictions. This includes reporting how well NSPs are performing against the 'supporting measures' specified in the 2003–2004 Federal Budget. These supporting measures were approved in 1999 by Council of Australian Governments (COAG) under the National Illicit Drugs Strategy, and were designed to:

- promote increased education, counselling and referral services provided through NSPs
- facilitate diversification of NSPs.

Associated with these supporting measures are qualitative and quantitative performance information that states and territories are required to report (Appendix 1).

While jurisdictions have now been reporting information on NSPs for a number of years, there are concerns that the information reported by jurisdictions is currently not nationally consistent or comparable because of jurisdictional variations in the interpretation of the supporting measures and the performance information required for reporting.

Consistent and comparable data between jurisdictions is a key component in the development of effective and financially defensible policies. This project represents a significant step towards the availability of nationally consistent and comparable NSP information. It has resulted in the development of important tools to facilitate consistent and comparable data collection and reporting of the supporting measures across jurisdictions. The development of nationally agreed NSP data standards will increase common understanding of NSP data and in so doing facilitate consistent and comparable data nationally and across jurisdictions. Ultimately, it will result in reliable and consistent data to help understand the effectiveness of NSPs in Australia.

Purpose

The purpose of this project was to:

1. Identify data items required to report nationally against the current supporting measures and to develop a data set consisting of data standards to facilitate consistent and comparable data collection and reporting of NSPs by jurisdictions against the specified supporting measures.
2. Develop a reporting instrument to facilitate nationally consistent reporting of the supporting measures by jurisdictions.

Lessons learnt and recommendations

In developing a national data set and associated reporting instrument, a number of findings were made. These include:

- There is a lack of understanding by jurisdictions about the purpose and intent of some performance information. As a result there are varying interpretations of the data required for collection and reporting.
- There are concerns regarding the current relevance of some of the performance information required for national reporting. It was noted that although this information was relevant when the supporting measures were approved in 1999, it is less relevant today.

The AIHW project team made a number of recommendations flowing from this project. These include that:

1. the NSP Working group undertake a review of the current COAG Illicit Drug Diversion Initiative NSP supporting measures for current relevance with a view to possible enhancements
2. sufficient time be given to states and territories to make the necessary process and system changes required to enable implementation of the NSP data set across all NSP outlets in their jurisdictions
3. the NSP Working Group investigate opportunities to incrementally expand the NSP data set to include other data considered relevant for current NSP service delivery
4. a study of national reporting of NSP client data be undertaken by the NSP Working Group to determine the feasibility of developing a nationally consistent NSP client data set.

Further information about these lessons learnt and recommendations are in Chapter 5.

1 Introduction

The objective of this project was to develop nationally consistent and comparable data on activities funded under the current COAG Illicit Drug Diversion Supporting Measures relating to the NSPs so as to establish an evidence base for ongoing review and support of NSPs.

The AIHW was contracted by the DoHA to develop a national NSP data set and associated reporting instrument to facilitate comparable and consistent data collected and reporting by jurisdictions.

1.1 Background

According to the *National 2004 Drug Strategy Household Survey* (AIHW 2005), about 313,500 people reported having injected illicit drugs at some time in their lives and 73,800 reported having done so in the preceding 12 months. The provision of sterile injecting equipment through NSPs is an important harm reduction strategy to reduce the spread of blood borne viruses such as human immunodeficiency virus (HIV) and hepatitis C. In the 2003–04 Federal Budget, the government reaffirmed its support for the COAG Illicit Drug Diversion Supporting Measures for Needle and Syringe Programs Initiatives under the National Illicit Drug Strategy.

The 2003–04 Federal Budget allocated \$38.7 million over four years (2003–2007) for the continuation of funding under the COAG Illicit Drug Diversion Supporting Measures relating to NSPs. Of the funding \$35.1 million is provided to states and territories, with the remaining \$3.6 million managed by the Alcohol and Harm Reduction Initiatives Section of the DoHA for national activities.

The Supporting Measures for this initiative aim to:

- increase education, counselling and referral services through NSPs
- diversify existing NSPs to increase the accessibility through pharmacies and other outlets.

The main objective of both supporting measures is to reduce the rate of hepatitis C and HIV transmission, and reduce the incidence of drug-related harm to injecting drug users and the community in general.

NSPs are delivered in all jurisdictions through a combination of mechanisms including fixed site delivery, outreach or mobile services and vending machines. Some NSPs are delivered through outlets where the prime purpose of the outlet is to offer an NSP – primary outlets. In other cases – secondary outlets – the programs are a component of a broader service, such as where NSPs are delivered through hospital emergency departments. In addition, sterile injecting equipment can also be obtained from pharmacies participating in the NSP.

1.2 Development of a nationally consistent data set for NSPs

Data about NSPs is currently collected by each state and territory to help inform the broader community, their service providers and policy makers about these programs, and to assist in planning and decision making about drug-related harm minimisation strategies. In most cases, data collected at NSP outlets are collated at the jurisdiction level. The majority of collections are paper based, with some jurisdictions working towards achieving a state-wide electronic collection of NSP data.

The main aim of the project to develop a nationally consistent data set for NSPs was to enable comparable and consistent information to be produced for monitoring and evaluating NSPs on a national basis. Developing a national data set involved identifying and specifying the nationally agreed meaning and output representation of needle and syringe data. Only when data are collected according to these nationally agreed data standards, that is standardised meaning and representation of data, can they be consistently compared across different jurisdictions, settings and sectors.

1.2.1 Scope and limitations

The scope of the project included agencies or organisations that are in receipt of COAG funding for the provision of NSPs. The scope was further limited to the data identified as necessary for consistent data collection and reporting of the current COAG supporting measures (performance indicators) for NSPs. The current supporting measures focus on agency level data, such as the geographical distribution of NSP outlets and types of services provided by outlets, (for example referral services or education). These measures do not include data about NSP clients, such as their sex, age, or drug used. They also do not include service contact data, for example, whether a service contact was made with a new or repeat client, or the postcode at which the service contact was made (which is relevant for outreach/mobile services).

While COAG-funded activities formed the basis of the project, the project was not limited to these. This was because, apart from COAG funding, jurisdictions also receive funding for NSPs through other mechanisms, such as the Australian Government Public Health Outcome Funding Agreement, as well as state and local government funding. Some jurisdictions explained that while COAG funds for NSPs formed the basis of many services delivered under the program, other NSP funds also contributed to the delivery of these services (and the delivery of additional NSP services). In these cases, it was not possible to quantify the extent to which individual activities (for example, individual sharps disposal services) were COAG funded. In order to provide more 'holistic' information about NSPs, some programs and activities that receive partial COAG funding were included in the scope of this data set development.

With this in mind, the project has made provisions in the reporting instrument for jurisdictions to identify the percentage of funding that is provided through COAG for all NSP activities.

As part of the project, voluntary pilot testing of the reporting instrument was undertaken by some jurisdictions to test its applicability and usability. Although it would have been advantageous for jurisdictions who participated in the pilot testing of the reporting instrument to also test the NSP data dictionary, due to time limitations this step was not possible.

Also of note, is that most jurisdictions data collection is paper based, whereby data entry and compilation occurs centrally within the state office before data are available for national reporting. According to NSP Working Group members, this can sometimes result in a time lag before data are sent for national reporting. Because of this, jurisdictions' who participated in the pilot test used historical NSP data, where available, to test the reporting instrument.

Finally, had the project timelines been longer the integrity of the data definitions used and other aspects of the implementation of the data set could have been assessed. For example, a post-pilot meeting with Working Group members to further finetune the NSP data dictionary and reporting instrument could have been undertaken.

1.3 Deliverables

The project had two major deliverables:

1. A national NSP data set consisting of data items and their definitions to support data collection and reporting of the performance information required. The data set is presented as an NSP data dictionary, which describes the meaning and representation of data required for collection and reporting of the supporting measures for COAG Illicit Drug Diversion initiatives relating to NSPs.
2. A reporting instrument designed to facilitate consistent reporting of these supporting measures. The reporting instrument is a set of Microsoft Excel worksheets that enable data to be captured from each jurisdiction and, where possible, collated into a master document of national data.

1.4 Timelines

The project was conducted over a 4-month period between March 2006 and June 2006.

1.5 Report structure

Each chapter of the report deals with a separate aspect of the project. Chapter 1 is an introduction to the project, including background information and the scope and limitations of the project.

Chapter 2 outlines the methodology used to undertake the development of a nationally consistent data set for NSPs.

Chapter 3 includes the NSP data dictionary, which is one of the deliverables of the project.

Chapter 4 contains a copy of the reporting instrument used to facilitate consistent and comparable reporting of the COAG supporting measures. This is also a deliverable of the project.

Chapter 5 contains recommendations of the project, including the lessons learnt during the project and recommendations for future considerations.

2 Methodology

2.1 Data development principles

Data development undertaken by the AIHW project team was guided by key principles listed below. The resulting recommendations were also made with these principles in mind.

- Creating data standards is an important part of the data development process – the quality of data, including its consistency and comparability, is enhanced when data standards are available to support the collection and use of a data set. The development of data standards is not something that is done at the end of the data development process. It is integral to the data development process and continues throughout the life of the data set.
- National standards are used wherever relevant – this is important in order to avoid the duplication of effort and development of conflicting data standards.
- Data development should be ‘system independent’ – data development must not be limited by the capability of any particular system. Data development must ensure that data in the data set are well defined and standardised to be comparable independent of the organisation, system or tool that captures the data.
- Data development may be incremental – it may not be possible to develop all data required for the data set at the same time. Some data may be readily agreed upon and easily collected; other data may be problematic and require more time to develop. Data development should support incremental development of data, so that the scope of the data set is expanded/modified over time.
- Individual privacy should be respected – the data set should avoid the inclusion of data that may be regarded as being private or confidential in nature. Otherwise, data provided may not be reliable or accurate due to the reluctance of respondents to provide data.
- Data required for national reporting should be relevant for national analysis – just because data are easy to collect, does not mean they are appropriate for national collection. It is therefore important that the need for data, including their purpose and how it will be used, or what we are trying to measure, be clearly stated and understood.
- The burden on data collectors should be minimised – data should be a by-product of service delivery. That is where possible, data should be what service providers already want or need to collect about service provision.

2.2 Project stages

AIHW staff from the National Data Development and Standards Unit (NDDSU) and the Functioning and Disability Unit (FDU) carried out this project, each bringing particular expertise and knowledge. The two project members from the NDDSU are experienced in developing national information requirements in specific policy areas through the use of Australia’s national health and community services data standards. This method of data

development aims to improve the comparability, consistency relevance and availability of national health and community services information. The project member from the FDU is the national coordinator of the Alcohol and Other Drug Treatment Services National Minimum Data Set and the National Opioid Pharmacotherapy Statistics Annual Data Collection, and provided some of the subject matter expertise required for the project.

The project to develop a nationally consistent NSP data set was conducted in stages. These stages are discussed below.

2.2.1 Establishing the Data Working Group

The Data Working Group, consisting of Australian Government and state and territory government representatives of the COAG Multilateral Group was established at the start of the project to provide guidance and expert advice to the AIHW project team throughout the course of the project. It was the liaison point between the project team and NSP service providers. Working Group members attended Working Group meetings, participated in discussions during meetings, and provided comment and feedback to the project team about the relevance, accuracy and comprehensiveness of draft documents developed by the project team. Some Working Group members pilot tested the reporting instrument and facilitated site visits by the project team to NSP outlets.

2.2.2 Site visits

Site visits to NSP outlets were made by the project team in order to become familiar with the environment in which NSPs are delivered and to better understand how data are collected and recorded in this environment. Because of the short project timeframe, the project team was able to visit NSP outlets only in New South Wales, South Australia and the Australian Capital Territory. In these jurisdictions, a number of outlets were visited, including those where services were delivered solely by peer groups, others included health care workers.

2.2.3 Selection of candidate data items

The Working Group was asked to identify data items for inclusion in a nationally consistent data set. In doing so, the group was asked to consider the usefulness and desirability of the data and their ease of collection. A tension sometimes exists between the two, such that data that are easily collectable may not be comprehensive or informative enough. Alternatively, data that are considered important for inclusion in a national data set may not be easy to collect consistently or accurately, considering the sensitive nature of some NSP data.

Since a major objective of the project was to develop data to support the monitoring and evaluation of programs against the national supporting measures (performance indicators) relating to NSPs described in the 2003–2004 Federal Budget (Appendix 1), only those data items required for reporting of the supporting measures became the focus of further analysis.

Detailed analysis of these data items were undertaken to clarify the data concepts and identify possible valid values (permissible values) for the data. This was a crucial step in defining and standardising data items to ensure consistent and comparable reporting across jurisdictions. The NSW Health data dictionary for NSPs (NSW Health 2004), which was made available to the Working Group by the NSW representative, was used, in some instances, to assist with defining and standardising data items.

2.2.4 Development of data specifications in METeOR

The AIHW project team used Metadata Online electronic Registry (METeOR) as the tool to develop the data specifications (including data elements) for the national NSP data set. METeOR is the repository for national data standards in the health, community services and housing sectors. METeOR also contains the necessary tools for creating new data standards. METeOR is based on the international standard ISO/IEC 11179, which provides a rigorous approach to the development of data definitions.

A data element was specified for each concept that needed to be described or standardised within the data set. The specification of data elements to standardise meaning and representation of the data is necessary to ensure comparability and consistency of data collected and information generated from data collections.

Where available and relevant, existing national data standards from the *National health data dictionary* (NHDD) or *National community services data dictionary* (NCSDD) were used or adopted. Under the National Health Information Agreement, the NHDD is the authoritative source of health data definitions where national consistency is required or desired. Similarly, the NCSDD is the authoritative source of community services data definitions where national consistency is required under the National Community Services Information Agreement.

Chapter 3 contains the data set specification and data elements developed to facilitate nationally consistent and comparable data collection and reporting of the current supporting measures for NSPs. The data definitions are presented in a standard format based on ISO/IEC International Standard 11179-3:2003 (Information Technology-Metadata Registries-Part 3: Registry metamodel and basic attributes). This is the international standard for defining data elements issued by the International Organization for Standardization and the International Electrotechnical Commission. Collectively, the format describes a set of attributes for data definitions. All metadata items in this publication have a common set of attributes that are divided into three major sections:

1. Identifying and definitional attributes
2. Relational and representational attributes
3. Administrative attributes.

Working Group members provided feedback and comment on the data set specification and data standards that were developed.

2.2.5 Development of the reporting instrument

A reporting instrument was developed for the purpose of national reporting of the NSP supporting measures in a consistent format by state and territory health authorities. Microsoft Excel was used to develop the reporting instrument. A paper copy of the reporting instrument is included in Chapter 4.

While the reporting instrument was made available in an electronic format to facilitate national compilation of responses, it is also possible for jurisdictions to use the instrument in paper form in the event of technology failures.

Working Group members provided feedback and comment on the reporting instrument, prior to it being pilot tested. Further feedback was obtained from pilot testing of the reporting instrument.

2.2.6 Pilot testing of the reporting instrument

Pilot testing of the reporting instrument was voluntary but Working Group members were encouraged to test it using their jurisdictional data. Comments received from pilot testing were used to further refine the reporting instrument.

In many jurisdictions, data from NSP outlets are usually collected and compiled on a monthly basis, with some data collected annually. In addition, as most jurisdictional systems for NSPs are paper based, there is often a time lag involved in reporting data as data are first entered and compiled centrally, before being submitted for national reporting.

As a result of this, as well as the short timeframe for the project, it was decided that jurisdictions pilot testing the reporting instrument, would do so using data from the previous year, where available.

3 The needle and syringe program data dictionary

The first deliverable for this project was an NSP data set consisting of data items and their respective definitions to support data collection and reporting of the COAG Illicit Drug Diversion Initiative supporting measures for NSPs. The data set is presented as an NSP data dictionary which describes the meaning and representation of data required for collection and reporting.

The NSP data dictionary was endorsed by the COAG Multilateral Group at its meeting on 29 May 2006. A copy of the data dictionary, downloaded from METeOR, is included in this chapter.

3.1 List of data elements in the NSP data dictionary

Australian state/territory identifier (service provider organisation)	11
Full-time equivalent staff (COAG-funded).....	14
Groups educated by needle and syringe program staff.....	16
Hours of operation of needle and syringe program outlet.....	18
Injecting equipment distributed	20
Method of needle and syringe program service delivery	22
Postcode – Australian (service provider organisation)	24
Priority population of needle and syringe program (COAG-funded).....	27
Referral destination from needle and syringe program.....	29
Sharps disposal services	31
Training type for needle and syringe program workers.....	33
Type of needle and syringe program outlet.....	35
Type of needle and syringe program activity.....	38

Needle and syringe program data dictionary

Identifying and definitional attributes

Metadata item type: Data set specification (DSS)

METeOR identifier: 329971

Data set specification type: Data set specification

Scope: This data dictionary contains definitions to support consistent national data collection of needle and syringe programs that receive funding from the Council of Australian Governments (COAG) for the Illicit Drugs Diversion Initiative – Supporting Measures relating to Needle and Syringe Programs.

A needle and syringe program is a program that provides sterile injecting equipment with the intention of preventing the spread of blood borne infections and reducing injecting related harms. Services provided may also include health education and information, referral to drug treatment, medical care, legal services, social services and safe disposal of used injecting equipment.

A client of a needle and syringe program is described as a person who accesses any of the services of a needle and syringe program.

A service contact is a contact between a needle and syringe program service provider and a needle and syringe program client for the purpose of dispensing injecting equipment or providing another needle and syringe service.

Most of the data elements in this data dictionary refer to all needle and syringe programs regardless of the main source of funding, however *'Full-time equivalent staff'* and *'Priority populations for needle and syringe program'* data elements focus only on staff and programs funded by the COAG Illicit Drug Diversion Initiative supporting measures relating to needle and syringe programs.

Metadata items in this Data Set Specification

Metadata item	Obligation	Max. occurs
Australian state/territory identifier (service provider organisation)	Optional	1
Full-time equivalent staff (COAG-funded)	Optional	1
Groups educated by needle and syringe program staff	Optional	1
Hours of operation of needle and syringe program outlet	Conditional	1
Injecting equipment distributed	Optional	1
Method of needle and syringe program service delivery	Optional	1
Postcode – Australian (service provider organisation)	Optional	1

Priority population of needle and syringe program (COAG-funded)	Optional	1
Referral destination from needle and syringe program	Optional	1
Sharps disposal services	Optional	1
Training type for needle and syringe program workers	Optional	1
Type of needle and syringe program outlet	Optional	1
Type of needle and syringe program activity	Optional	1

Australian state/territory identifier (service provider organisation)

Identifying and definitional attributes

<i>Metadata item type:</i>	Data element
<i>Technical name:</i>	Service provider organisation – Australian state/territory identifier, code N
<i>METeOR identifier:</i>	289083
<i>Registration status:</i>	NHIG, Standard 04/05/2005 NCSIMG, Standard 07/12/2005
<i>Definition:</i>	An identifier of the Australian state or territory where an organisation or agency can be located, as represented by a code.

Data element concept attributes

Identifying and definitional attributes

<i>Data element concept:</i>	Service provider organisation – Australian state/territory identifier
<i>METeOR identifier:</i>	288139
<i>Registration status:</i>	NHIG, Standard 04/05/2005 NCSIMG, Standard 07/12/2005
<i>Definition:</i>	An identifier of the Australian state or territory where an organisation or agency can be located.
<i>Context:</i>	This is a geographic indicator which is used for analysis of the distribution of agencies or establishments and services.
<i>Object class:</i>	Service provider organisation
<i>Property:</i>	Australian state/territory identifier

Value domain attributes

Identifying and definitional attributes

<i>Value domain:</i>	Australian state/territory code N
<i>METeOR identifier:</i>	304682
<i>Registration status:</i>	NHIG, Standard 03/08/2005 NCSIMG, Standard 03/08/2005 NHDAMG, Standard 03/08/2005
<i>Definition:</i>	The code set representing Australian states and territories.

Representational attributes

<i>Representation class:</i>	Code
<i>Data type:</i>	Number

<i>Format:</i>	N																				
<i>Maximum character length:</i>	1																				
<i>Permissible values:</i>	<table> <thead> <tr> <th>Value</th> <th>Meaning</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>New South Wales</td> </tr> <tr> <td>2</td> <td>Victoria</td> </tr> <tr> <td>3</td> <td>Queensland</td> </tr> <tr> <td>4</td> <td>South Australia</td> </tr> <tr> <td>5</td> <td>Western Australia</td> </tr> <tr> <td>6</td> <td>Tasmania</td> </tr> <tr> <td>7</td> <td>Northern Territory</td> </tr> <tr> <td>8</td> <td>Australian Capital Territory</td> </tr> <tr> <td>9</td> <td>Other territories (Cocos (Keeling) Islands, Christmas Island and Jervis Bay Territory)</td> </tr> </tbody> </table>	Value	Meaning	1	New South Wales	2	Victoria	3	Queensland	4	South Australia	5	Western Australia	6	Tasmania	7	Northern Territory	8	Australian Capital Territory	9	Other territories (Cocos (Keeling) Islands, Christmas Island and Jervis Bay Territory)
Value	Meaning																				
1	New South Wales																				
2	Victoria																				
3	Queensland																				
4	South Australia																				
5	Western Australia																				
6	Tasmania																				
7	Northern Territory																				
8	Australian Capital Territory																				
9	Other territories (Cocos (Keeling) Islands, Christmas Island and Jervis Bay Territory)																				

Collection and usage attributes

Guide for use: The order presented here is the standard for the Australian Bureau of Statistics (ABS). Other organisations (including the Australian Institute of Health and Welfare) publish data in state order based on population (that is, Western Australia before South Australia and Australian Capital Territory before Northern Territory).

Source and reference attributes

Reference documents: ABS (Australian Bureau of Statistics) 2005. Australian Standard Geographical Classification (ASGC). Cat. No. 1216.0. Canberra: ABS. Viewed 30/09/2005.

Data element attributes

Collection and usage attributes

Collection methods: Irrespective of how the information is coded, conversion of the codes to the ABS standard must be possible.

Source and reference attributes

Submitting organisation: Australian Institute of Health and Welfare

Origin: Health Data Standard Committee
National Community Services Data Committee

Reference documents: Standards Australia 2004. Health Care Provider Identification. AS4846 – 2004. Sydney: Standards Australia.
Standards Australia 2002. Health Care Client Identification. AS5017 – 2002. Sydney: Standards Australia.
In AS4846 and AS5017 alternative codes are presented. Refer to the current standard for more details.

Relational attributes

Implementation in data set specifications:

Commonwealth-State/Territory Disability Agreement NMDS
No registration status

Health care provider identification DSS NHIG, Standard
04/05/2005

Needle and syringe program data dictionary *No registration status*

Service provider address DSS *No registration status*

Data set specification specific attributes

Other dataset specific information:

The COAG measure this data element supports is geographic distribution of outlets distributing needles and syringes.

Full-time equivalent staff (COAG-funded)

Identifying and definitional attributes

<i>Metadata item type:</i>	Data element
<i>Technical name:</i>	Service delivery outlet – full-time equivalent staff (COAG-funded), total N.NN
<i>METeOR identifier:</i>	334452
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The total full-time equivalent staff units funded by the COAG Illicit Drug Diversion Initiative – Supporting Measures Relating to Needle and Syringe programs.

Data element concept attributes

Identifying and definitional attributes

<i>Data element concept:</i>	Service delivery outlet – full-time equivalent staff
<i>METeOR identifier:</i>	334459
<i>Registration status:</i>	No registration status
<i>Definition:</i>	Full-time equivalent staff units paid for staff within a service delivery outlet.
<i>Context:</i>	Needle and syringe program
<i>Object class:</i>	Service delivery outlet
<i>Property:</i>	Full-time equivalent staff

Value domain attributes

Identifying and definitional attributes

<i>Value domain:</i>	Total full-time equivalent staff N.NN
<i>METeOR identifier:</i>	334449
<i>Registration status:</i>	No registration status
<i>Definition:</i>	A numeric value representing the total full-time equivalent units.

Representational attributes

<i>Representation class:</i>	Total
<i>Data type:</i>	Number
<i>Format:</i>	N.NN
<i>Maximum character length:</i>	3
<i>Unit of measure:</i>	Full-time equivalent (FTE) staff

Data element attributes

Collection and usage attributes

Guide for use: Staff may or may not be attached to any particular outlet or program but must be funded through the COAG Illicit Drugs Diversion Initiative—Supporting Measures Relating to Needle and Syringe Programs.

Relational attributes

Implementation in data set specifications: Needle and syringe program data dictionary *No registration status*

Data set specification specific attributes

Other data set specific information: The COAG measure this data element supports is the number of NSP staff in primary and secondary outlets.

Groups educated by needle and syringe program staff

Identifying and definitional attributes

<i>Metadata item type:</i>	Data element
<i>Technical name:</i>	Individual service provider – non needle and syringe program groups receiving education, code N
<i>METeOR identifier:</i>	335230
<i>Registration status:</i>	No registration status
<i>Definition:</i>	Education conducted by needle and syringe program staff for groups other than those delivering needle and syringe programs or services, as represented by a code.

Data element concept attributes

Identifying and definitional attributes

<i>Data element concept:</i>	Individual service provider – non needle and syringe program groups receiving education
<i>METeOR identifier:</i>	335224
<i>Registration status:</i>	No registration status
<i>Definition:</i>	Education conducted by needle and syringe program staff for groups other than those delivering NSP programs or services.
<i>Context:</i>	Needle and syringe program
<i>Object class:</i>	Individual service provider
<i>Property:</i>	Non needle and syringe program groups receiving education

Value domain attributes

Identifying and definitional attributes

<i>Value domain:</i>	Groups receiving needle and syringe education code N
<i>METeOR identifier:</i>	335228
<i>Registration status:</i>	No registration status
<i>Definition:</i>	A code set representing needle and syringe education conducted for groups.

Representational attributes

<i>Representation class:</i>	Code
<i>Data type:</i>	Number
<i>Format:</i>	N
<i>Maximum character length:</i>	1
<i>Permissible values:</i>	Value Meaning
	1 Neighbourhood groups

2	Pharmacy (not providing NSP services)
3	Community health centres
4	Hospital staff
5	Police
6	Other

Data element attributes

Collection and usage attributes

Guide for use: CODE 6 Other
 May include advice provided to local businesses or youth groups etc.

Relational attributes

Implementation in data set Specifications: Needle and syringe program data dictionary *No registration status*

Data set specification specific attributes

Other data set specific information: The COAG measure this data element supports is the number of additional training initiatives undertaken.

Hours of operation of needle and syringe program outlet

Identifying and definitional attributes

<i>Metadata item type:</i>	Data element
<i>Technical name:</i>	Service delivery outlet – number of service operation hours, text [X(1000)]
<i>METeOR identifier:</i>	330161
<i>Registration status:</i>	No registration status
<i>Definition:</i>	A textual representation of hours per day the outlet is open for the provision of NSP services. (Not the number of hours staffed, for example, an outlet could provide NSP services 24 hours a day, but might only be staffed a few hours if at all on some days.)

Data element concept attributes

Identifying and definitional attributes

<i>Data element concept:</i>	Service delivery outlet – number of service operation hours
<i>METeOR identifier:</i>	330154
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The hours per day that an outlet is open for the provision of services.
<i>Context:</i>	Needle and syringe program
<i>Object class:</i>	Service delivery outlet
<i>Property:</i>	Number of service operation hours

Value domain attributes

Identifying and definitional attributes

<i>Value domain:</i>	Text [X(1000)]
<i>METeOR identifier:</i>	310619
<i>Registration status:</i>	No registration status
<i>Definition:</i>	A combination of alphanumeric characters.

Representational attributes

<i>Representation class:</i>	Text
<i>Data type:</i>	String
<i>Format:</i>	[X(1000)]
<i>Maximum character length:</i>	1000

Data element attributes

Collection and usage attributes

Collection methods: Where possible, report operating hours of NSP outlets in relation to individual programs, whether partially or totally funded by COAG.

Relational attributes

Implementation in data set specifications: Needle and syringe program data dictionary *No registration status*

Data set specification specific attributes

Other data set specific information: The COAG measure that this data element supports is improvements to hours of operation per day of primary and secondary outlets.
Where possible, this data element will be reported together with individual program.

Injecting equipment distributed

Identifying and definitional attributes

<i>Metadata item type:</i>	Data element
<i>Technical name:</i>	State or territory government – injecting equipment distributed, type code N
<i>METeOR identifier:</i>	339477
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The type of injection devise that is distributed to needle and syringe programs, as represented by a code.

Data element concept attributes

Identifying and definitional attributes

<i>Data element concept:</i>	State or territory government – injecting equipment distributed
<i>METeOR identifier:</i>	339473
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The type of injection devise that is distributed to needle and syringe programs.
<i>Context:</i>	Needle and syringe program
<i>Object class:</i>	State or territory government
<i>Property:</i>	Injecting equipment distributed

Value domain attributes

Identifying and definitional attributes

<i>Value domain:</i>	Type of injecting equipment code N
<i>METeOR identifier:</i>	339475
<i>Registration status:</i>	No registration status
<i>Definition:</i>	A code set representing the type of injecting equipment.

Representational attributes

<i>Representation class:</i>	Code								
<i>Data type:</i>	Number								
<i>Format:</i>	N								
<i>Maximum character length:</i>	1								
<i>Permissible values:</i>	<table><thead><tr><th>Value</th><th>Meaning</th></tr></thead><tbody><tr><td>1</td><td>Combined needle and syringe</td></tr><tr><td>2</td><td>Syringe without needle</td></tr><tr><td>3</td><td>Needle without syringe</td></tr></tbody></table>	Value	Meaning	1	Combined needle and syringe	2	Syringe without needle	3	Needle without syringe
Value	Meaning								
1	Combined needle and syringe								
2	Syringe without needle								
3	Needle without syringe								

Data element attributes

Collection and usage attributes

<i>Guide for use:</i>	CODE 1 Combined needle and syringe Volume of the syringe in a combined needle and syringe can only be 1 ml (insulin syringe).
<i>Collection methods:</i>	Where injecting equipment is distributed in a container/pack, injecting equipment refers to the number of needles/syringes in the container, not the number of containers.

Relational attributes

<i>Implementation in data set Specifications:</i>	Needle and syringe program data dictionary <i>No registration status</i>
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Data set specification specific attributes

<i>Other data set specific information:</i>	It is not a COAG requirement to report this data element.
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Method of needle and syringe program service delivery

Identifying and definitional attributes

<i>Metadata item type:</i>	Data element
<i>Technical name:</i>	Service delivery outlet – method of needle and syringe program service delivery, code N
<i>METeOR identifier:</i>	332525
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The method by which a needle and syringe program is provided by an outlet, as represented by a code.

Data element concept attributes

Identifying and definitional attributes

<i>Data element concept:</i>	Service delivery outlet – method of needle and syringe program service delivery
<i>METeOR identifier:</i>	332471
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The method by which a needle and syringe program service is provided by an outlet.
<i>Context:</i>	Needle and syringe program
<i>Object class:</i>	Service delivery outlet
<i>Property:</i>	Method of needle and syringe program service delivery

Value domain attributes

Identifying and definitional attributes

<i>Value domain:</i>	Method of needle and syringe program service delivery code N
<i>METeOR identifier:</i>	332515
<i>Registration status:</i>	No registration status
<i>Definition:</i>	A code set representing method of needle and syringe program service delivery.

Representational attributes

<i>Representation class:</i>	Code						
<i>Data type:</i>	Number						
<i>Format:</i>	N						
<i>Maximum character length:</i>	1						
<i>Permissible values:</i>	<table><thead><tr><th>Value</th><th>Meaning</th></tr></thead><tbody><tr><td>1</td><td>Fixed site</td></tr><tr><td>2</td><td>Outreach</td></tr></tbody></table>	Value	Meaning	1	Fixed site	2	Outreach
Value	Meaning						
1	Fixed site						
2	Outreach						

Collection and usage attributes

Guide for use: CODE 2 Outreach
 Includes mobile service with a timetabled service at a predetermined location, outreach service that seeks out clients at pedestrian settings and community events, and mobile service that responds to unscheduled call-outs.

CODE 3 Automatic syringe dispensing machine
 A syringe dispensing machine could be maintained by a primary outlet, secondary outlet or by other arrangements.

Data element attributes

Collection and usage attributes

Guide for use: Often a primary or secondary needle and syringe outlet will operate more than one type of service.
 More than one type of service can be selected.

Relational attributes

Implementation in data set specifications: Needle and syringe program data dictionary *No registration status*

Data set specification specific attributes

Other data set specific information: The COAG measure that this data element supports is the number and type of outlets distributing needle and syringes.

Postcode Australian (service provider organisation)

Identifying and definitional attributes

<i>Metadata item type:</i>	Data element
<i>Technical name:</i>	Service provider organisation (address) – Australian postcode, code (Postcode data file) {NNNN}
<i>METeOR identifier:</i>	290064
<i>Registration status:</i>	NHIG, Standard 04/05/2005 NCSIMG, Standard 31/08/2005
<i>Definition:</i>	The numeric descriptor for a postal delivery area, aligned with locality, suburb or place for the address of an organisation, as represented by a code.

Data element concept attributes

Identifying and definitional attributes

<i>Data element concept:</i>	Service provider organisation (address) – Australian postcode
<i>METeOR identifier:</i>	290062
<i>Registration status:</i>	NHIG, Standard 04/05/2005 NCSIMG, Standard 31/08/2005
<i>Definition:</i>	The numeric descriptor for a postal delivery area, aligned with locality, suburb or place for the address of an organisation.
<i>Context:</i>	Postcode is an important part of an organisation's postal address and facilitates written communication. It is one of a number of geographic identifiers that can be used to determine a geographic location. Postcode may assist with uniquely identifying an organisation.
<i>Object class:</i>	Service provider organisation
<i>Property:</i>	Australian postcode

Value domain attributes

Identifying and definitional attributes

<i>Value domain:</i>	Australian postcode code (postcode data file) {NNNN}
<i>METeOR identifier:</i>	287222
<i>Registration status:</i>	NHIG, Standard 04/05/2005 NCSIMG, Standard 25/08/2005 NHDAMG, Standard 10/02/2006
<i>Definition:</i>	The postcode data file code set representing Australian postcodes as defined by Australia Post.
<i>Classification scheme:</i>	Postcode data file

Representational attributes

<i>Representation class:</i>	Code
<i>Data type:</i>	Number
<i>Format:</i>	{NNNN}
<i>Maximum character length:</i>	4

Collection and usage attributes

<i>Comments:</i>	<p>Postcode – Australian may be used in the analysis of data on a geographical basis, which involves a conversion from postcodes to the Australian Bureau of Statistics (ABS) postal areas. This conversion results in some inaccuracy of information. However, in some data sets postcode is the only geographic identifier, therefore the use of other more accurate indicators (for example, Statistical Local Area (SLA)) is not always possible.</p> <p>When dealing with aggregate data, postal areas, converted from postcodes, can be mapped to Australian Standard Geographical Classification (ASGC) codes using an ABS concordance, for example to determine SLAs. It should be noted that such concordances should not be used to determine the SLA of any individual's postcode. Where individual street addresses are available, these can be mapped to ASGC codes (for example, SLAs) using the ABS National Localities Index.</p>
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Data element attributes

Collection and usage attributes

<i>Collection methods:</i>	May be collected as part of address line or separately. Postal addresses may be different from where a service is actually located.
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Source and reference attributes

<i>Submitting organisation:</i>	Standards Australia
<i>Origin:</i>	National Health Data Committee National Community Services Data Committee Australia Post Postcode book. < www1.auspost.com.au/postcodes/ >
<i>Reference documents:</i>	Standards Australia 2004. Health Care Provider Identification. AS4846 – 2004. Sydney: Standards Australia. Standards Australia 2002. Health Care Client Identification. AS5017 – 2002. Sydney: Standards Australia.

Relational attributes

Implementation in data set specifications:

Commonwealth-State/Territory Disability Agreement NMDS
No registration status

Health care provider identification DSS NHIG, Standard
04/05/2005

Juvenile Justice NMDS *No registration status*

Needle and syringe program data dictionary *No registration status*

Service provider address DSS *No registration status*

Data set specification specific attributes

Other data set specific information:

The COAG measure this data element supports is the number, type and geographical distribution of outlets distributing needles and syringes.

For the purposes of this collection, a service provider organisation is equivalent to a needle and syringe program outlet.

Priority population of needle and syringe program (COAG funded)

Identifying and definitional attributes

<i>Metadata item type:</i>	Data element
<i>Technical name:</i>	State or territory government – target group (COAG funded), needle and syringe program code N
<i>METeOR identifier:</i>	333219
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The population of injecting drug users who currently may or may not access NSP services and for whom there is active targeting of NSP services, as represented by a code.

Data element concept attributes

Identifying and definitional attributes

<i>Data element concept:</i>	State or territory government – target group
<i>METeOR identifier:</i>	333140
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The group(s) of people sharing a common characteristic or set of characteristics to which a service delivery outlet targets services.
<i>Object class:</i>	State or territory government
<i>Property:</i>	Target group

Value domain attributes

Identifying and definitional attributes

<i>Value domain:</i>	Needle and syringe program target group code N
<i>METeOR identifier:</i>	333167
<i>Registration status:</i>	No registration status
<i>Definition:</i>	A code set representing population groups to which needle and syringe programs are targeted.

Representational attributes

<i>Representation class:</i>	Code				
<i>Data type:</i>	Number				
<i>Format:</i>	N				
<i>Maximum character length:</i>	1				
<i>Permissible values:</i>	<table><thead><tr><th>Value</th><th>Meaning</th></tr></thead><tbody><tr><td>1</td><td>People of particular age groups, for example, youth groups</td></tr></tbody></table>	Value	Meaning	1	People of particular age groups, for example, youth groups
Value	Meaning				
1	People of particular age groups, for example, youth groups				

- | | |
|---|--|
| 2 | People from culturally and linguistically diverse backgrounds (CALD) |
| 3 | Homeless people |
| 4 | People living in regional or remote areas |
| 5 | People using particular principal drugs of concern |
| 6 | Sex workers |
| 7 | Other |

Data element attributes

Collection and usage attributes

Guide for use: More than one category may be selected.

Collection methods: Include only those programs that are COAG funded.

Relational attributes

Implementation in data set specifications: Needle and syringe program data dictionary *No registration status*

Data set specification specific attributes

Other data set specific information: The COAG measure that this data element supports is targeting of service delivery (such as particular population groups, foot patrols).

Referral destination from needle and syringe program

Identifying and definitional attributes

<i>Metadata item type:</i>	Data element
<i>Technical name:</i>	Service contact – referral destination, needle and syringe program code N
<i>METeOR identifier:</i>	333416
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The type of service or agency to which a client is referred during a needle and syringe service contact, as represented by a code.

Data element concept attributes

Identifying and definitional attributes

<i>Data element concept:</i>	Service contact – referral destination
<i>METeOR identifier:</i>	333412
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The type of service or agency to which a referral is made during a service contact
<i>Context:</i>	Needle and syringe program
<i>Object class:</i>	Service contact
<i>Property:</i>	Referral destination

Value domain attributes

Identifying and definitional attributes

<i>Value domain:</i>	Referral destination from needle and syringe program code N
<i>METeOR identifier:</i>	333414
<i>Registration status:</i>	No registration status
<i>Definition:</i>	A code set representing the type of referral made by a needle and syringe program.

Representational attributes

<i>Representation class:</i>	Code						
<i>Data type:</i>	Number						
<i>Format:</i>	N[N]						
<i>Maximum character length:</i>	2						
<i>Permissible values:</i>	<table><thead><tr><th>Value</th><th>Meaning</th></tr></thead><tbody><tr><td>1</td><td>Other NSP outlet</td></tr><tr><td>2</td><td>Medical practitioner</td></tr></tbody></table>	Value	Meaning	1	Other NSP outlet	2	Medical practitioner
Value	Meaning						
1	Other NSP outlet						
2	Medical practitioner						

3	Hospital
4	Mental health care service
5	Sexual health service
6	Hepatitis clinic
7	HIV/AIDS clinic
8	Legal service
9	Accommodation service
10	Alcohol and other drug treatment service
11	Other service

Data element attributes

Collection and usage attributes

Guide for use: More than one category can be selected.
Services referred to may be within the program providing the referral.

Relational attributes

Implementation in data set specifications: Needle and syringe program data dictionary *No registration status*

Data set specification specific attributes

Other data set specific information: The COAG measures that this data element supports are improved linkages, partnerships and communication amongst community and health service providers and client transition and service provision at service contact.

Sharps disposal services

Identifying and definitional attributes

<i>Metadata item type:</i>	Data element
<i>Technical name:</i>	State or territory government – needle and syringe disposal type, code N
<i>METeOR identifier:</i>	332662
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The type of needle and syringe disposal service provided by a jurisdiction, as represented by a code.

Data element concept attributes

Identifying and definitional attributes

<i>Data element concept:</i>	State or territory government – needle and syringe disposal type
<i>METeOR identifier:</i>	332636
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The type of needle and syringe disposal service provided by a jurisdiction.
<i>Context:</i>	Needle and syringe program
<i>Object class:</i>	State or territory government
<i>Property:</i>	Needle and syringe disposal type

Value domain attributes

Identifying and definitional attributes

<i>Value domain:</i>	Needle and syringe disposal type code N
<i>METeOR identifier:</i>	332675
<i>Registration status:</i>	No registration status
<i>Definition:</i>	A code set representing of needle and syringe disposal types/services.

Representational attributes

<i>Representation class:</i>	Code				
<i>Data type:</i>	Number				
<i>Format:</i>	N				
<i>Maximum character length:</i>	1				
<i>Permissible values:</i>	<table><thead><tr><th>Value</th><th>Meaning</th></tr></thead><tbody><tr><td>1</td><td>Provision of sharps disposal containers within packs</td></tr></tbody></table>	Value	Meaning	1	Provision of sharps disposal containers within packs
Value	Meaning				
1	Provision of sharps disposal containers within packs				

- | | |
|----|--|
| 2 | Provision of personal sharps disposal containers on request |
| 3 | Acceptance of used injecting equipment at outlet during opening hours |
| 4 | Provision of sharps disposal bins in public places |
| 5 | NSP initiated retrieval of injecting litter |
| 6 | Ad hoc retrieval upon request |
| 7 | Disposal telephone hotline service |
| 8 | Provision of written information or education about safe sharps disposal |
| 9 | Other |
| 10 | No disposal service |

Collection and usage attributes

Guide for use: Code 10 Other
Includes disposal facilities provided by organisations other than an NSP.

Data element attributes

Collection and usage attributes

Guide for use: The type of disposal facilities provided must be an appropriate practice in each jurisdiction.

Relational attributes

Implementation in data set specifications: Needle and syringe program data dictionary *No registration status*

Data set specification specific attributes

Other data set specific information: The COAG measure that this data element supports is improved access to appropriate disposal.

Training type for needle and syringe program workers

Identifying and definitional attributes

<i>Metadata item type:</i>	Data element
<i>Technical name:</i>	Individual service provider – training type, needle and syringe workers code N
<i>METeOR identifier:</i>	335219
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The type of training provided to needle and syringe program workers, as represented by a code.

Data element concept attributes

Identifying and definitional attributes

<i>Data element concept:</i>	Individual service provider – training type
<i>METeOR identifier:</i>	335213
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The type of training provided to workers.
<i>Context:</i>	Needle and syringe program
<i>Object class:</i>	Individual service provider
<i>Property:</i>	Training type

Value domain attributes

Identifying and definitional attributes

<i>Value domain:</i>	Training types for needle and syringe workers code N
<i>METeOR identifier:</i>	335217
<i>Registration status:</i>	No registration status
<i>Definition:</i>	A code set representing the types of training for needle and syringe program workers.

Representational attributes

<i>Representation class:</i>	Code						
<i>Data type:</i>	Number						
<i>Format:</i>	N						
<i>Maximum character length:</i>	1						
<i>Permissible values:</i>	<table><thead><tr><th>Value</th><th>Meaning</th></tr></thead><tbody><tr><td>1</td><td>Initial (accreditation or permit holder) needle and syringe training</td></tr><tr><td>2</td><td>Other NSP training</td></tr></tbody></table>	Value	Meaning	1	Initial (accreditation or permit holder) needle and syringe training	2	Other NSP training
Value	Meaning						
1	Initial (accreditation or permit holder) needle and syringe training						
2	Other NSP training						

Data element attributes

Collection and usage attributes

<i>Guide for use:</i>	CODE 1 Initial (accreditation or permit holder) needle and syringe training Includes accredited training workshops, permit holder training or any other training designed to allow NSP workers to distribute injecting equipment and educational information to NSP clients. In some jurisdictions only supervisory staff are required to undertake accreditation for permit holder training.
	CODE 2 Other NSP training Includes in-service courses and any course undertaken by NSP workers to upgrade or renew NSP skills.

Relational attributes

<i>Implementation in data set specifications:</i>	Needle and syringe program data dictionary <i>No registration status</i>
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Data set specification specific attributes

<i>Other data set specific information:</i>	The COAG measure this data element supports is the availability of trained needle and syringe program workers.
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Type of needle and syringe program outlet

Identifying and definitional attributes

<i>Metadata item type:</i>	Data element
<i>Technical name:</i>	Service delivery outlet – type of needle and syringe program outlet, code N
<i>METeOR identifier:</i>	330141
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The type of needle and syringe program outlet, based on whether its prime purpose is to provide needle and syringe services or if it offers a needle and syringe program as one of a range of other services, as represented by a code.

Data element concept attributes

Identifying and definitional attributes

<i>Data element concept:</i>	Service delivery outlet – type of needle and syringe program outlet
<i>METeOR identifier:</i>	330135
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The type of needle and syringe program outlet, based on whether it was specifically established to provide needle and syringe program services or if it offers a needle and syringe program as one of a range of other services.
<i>Context:</i>	Needle and syringe program
<i>Object class:</i>	Service delivery outlet
<i>Property:</i>	Type of needle and syringe outlet

Value domain attributes

Identifying and definitional attributes

<i>Value domain:</i>	Type of needle and syringe outlet code N
<i>METeOR identifier:</i>	330137
<i>Registration status:</i>	No registration status
<i>Definition:</i>	A code set representing the type of needle and syringe program outlet.

Representational attributes

<i>Representation class:</i>	Code
<i>Data type:</i>	Number
<i>Format:</i>	N
<i>Maximum character length:</i>	1

<i>Permissible values:</i>	Value	Meaning
	1	Primary outlet
	2	Secondary outlet
	3	Community pharmacy

Collection and usage attributes

<i>Guide for use:</i>	<p>CODE 1 Primary outlet</p> <p>Outlet where provision of needles and syringes to prevent blood-borne viruses is the prime purpose of the service. Services provided include dispensing of sterile injecting equipment, collecting used needles and syringes, education, information, referral services and in some cases primary medical care.</p> <p>CODE 2 Secondary outlet</p> <p>Outlet that offers needle and syringe distribution and disposal as one of a range of health or community services. In some cases the outlet will also provide additional services such as education and referral services as part of the commitment to the prevention of blood-borne virus transmission. Typical secondary outlets include hospital emergency departments and community health centres. A pharmacy is excluded from secondary outlet and included in Code 3 Community pharmacy.</p> <p>Note that it is not a requirement for secondary needle and syringe program outlets in Western Australia to provide disposal facilities.</p> <p>CODE 3 Community pharmacy</p> <p>Pharmacy through which sterile injecting equipment may be obtained at a cost or for free. It may operate on a commercial basis or be supported by a government scheme.</p>
<i>Comments:</i>	Note that services in primary and secondary outlets may be delivered by peer and non-peer workers.

Data element attributes

Collection and usage attributes

<i>Guide for use:</i>	Include all registered or authorised outlets (including those that may be dormant).
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Relational attributes

<i>Implementation in data set specifications:</i>	Needle and syringe program data dictionary <i>No registration status</i>
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Data set specification specific attributes

Other data set specific information:

The COAG measure that this data element supports is the number and type of outlets distributing needle and syringes.

Type of needle and syringe program activity

Identifying and definitional attributes

<i>Metadata item type:</i>	Data element
<i>Technical name:</i>	Service contact – service activity type, needle and syringe program code N
<i>METeOR identifier:</i>	332591
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The type of needle and syringe program service delivered to a client at a service contact, as represented by a code.

Data element concept attributes

Identifying and definitional attributes

<i>Data element concept:</i>	Service contact – service activity type
<i>METeOR identifier:</i>	332554
<i>Registration status:</i>	No registration status
<i>Definition:</i>	The description of the category of service delivered to a client at a service contact.
<i>Context:</i>	Needle and syringe program
<i>Object class:</i>	Service contact
<i>Property:</i>	Service activity type

Value domain attributes

Identifying and definitional attributes

<i>Value domain:</i>	Needle and syringe service program activity type code N
<i>METeOR identifier:</i>	332587
<i>Registration status:</i>	No registration status
<i>Definition:</i>	A code set representing the type of needle and syringe program services.

Representational attributes

<i>Representation class:</i>	Code	
<i>Data type:</i>	Number	
<i>Format:</i>	N	
<i>Maximum character length:</i>	1	
<i>Permissible values:</i>	Value	Meaning
	1	Supply of injecting equipment
	2	Education/health promotion
	3	Intervention

4	Formal referral
5	Informal referral
6	Other

Data element attributes

Collection and usage attributes

Guide for use:

CODE 1 Supply of injecting equipment

Reporting of supply of injecting equipment is optional, but where the information is provided, note that where a person is collecting more than one item of injecting equipment (including needle and syringes) during a service contact, this should be counted as one occasion of service.

A person collecting more than one item of injecting equipment including needles and syringes during a service contact would be counted as one occasion of service.

CODE 2 Education/health promotion

Includes provision of verbal information, which may be accompanied by written information on topics relevant to needle and syringe program clients. It may be initiated by peer or non-peer needle and syringe program staff or a client, and is provided to clients about drug treatment and other health or welfare issues.

CODE 3 Intervention

A service contact between a client and an NSP worker where advice and education is provided specific to an individual's circumstances.

CODE 4 Formal referral

Referral of a needle and syringe program client to another agency by way of writing a letter, phoning for an appointment or other direct contact by a needle and syringe staff member of that agency. For example, if an NSP worker escorts a client into the office of a clinician or social worker or other service provider within the same outlet, that would be considered to be a formal referral. The agency may be internal or external to the needle and syringe outlet providing NSP services.

CODE 5 Informal referral

Referral of a needle and syringe program client to another agency, which involves giving the client information about that agency such as phone number, address or contact name, but where no letter of referral is written or no direct contact or appointment is made by phone or other means. The agency may be internal or external to the needle and syringe outlet providing NSP services.

CODE 6 Other

May include overdose management, first aid, blood borne virus/sexually transmitted infection testing and treatment, vaccination and other medical treatment.

Collection methods:

More than one value may be recorded at each service contact.

Relational attributes

Implementation in data set specifications:

Needle and syringe program data dictionary *No registration status*

Data set specification specific attributes

Other data set specific information:

The COAG measure that this data element supports is:

- number of education or referral client services provided
- client transition and service provision
- improved linkages, partnerships and communication amongst community and health service providers.

4 The needle and syringe program reporting instrument

The second deliverable of the project was a tool to assist jurisdictions in reporting data about the supporting measures for NSPs in a consistent way. An electronic reporting instrument, consisting of 16 questions to facilitate reporting of the supporting measures, was developed using Microsoft Excel. A paper version of the reporting instrument is on the following pages. An electronic version of the reporting instrument is on the CD-ROM included with this publication.

The electronic reporting instrument also consists of three worksheets for recording and compiling data: one for postcode data, one for qualitative comments and another for compiling quantitative data. The worksheet for compiling quantitative data can be used by the collection agency as a master worksheet for collating all jurisdictional data (Figure 1). Each column of the master worksheet has been programmed to automatically calculate total numbers. For example the total number of all primary and secondary NSP outlets (Question 4) is automatically calculated and displayed once all data have been added to the master worksheet.

Needle and Syringe Program Jurisdictional Report

IMPORTANT:

* This form is to be completed, in conjunction with the NSP data dictionary, by a member of staff with a good knowledge of needle and syringe program policy and procedure.

* Details are to be provided for the reporting period specified.

* Reporting period is from ___/___/___ to ___/___/___

* Return by the ___/___/___

* Please save this file and return by email to _____.

State Details

QUESTION 1. State or territory

Select the name of the jurisdiction providing information from the drop down menu.

Q1 Comments:

QUESTION 2. Contact name and email

Include name and email address of the contact officer providing information.

Name: Email:

Q2 Comments:

QUESTION 3. State the percentage of NSP funding that is COAG funding and that which is from other sources in your state or territory. The total of the two must add up to 100%.

%	
	1 COAG funding
	2 Other source of funding

Q3 Comments:

Summary Outlet Details

QUESTION 4. The number of NSP outlet types that are in your state or territory.

Include all registered or authorised outlets (including those that may be dormant). See 'Type of needle and syringe outlet' in the NSP data dictionary for an explanation of outlet types.

Outlet type	Total number
Primary	
Secondary	
Community Pharmacy	

Q4 Comments:

QUESTION 5. State the number of outlets in your state or territory through which the following methods of NSP services are delivered.

See 'Method of needle and syringe program service delivery' in the NSP data dictionary for further explanation. More than one method of service can be selected per outlet type.

Outlet type	Total number	
	Fixed	Outreach
Primary		
Secondary		

Q5 Comments:

QUESTION 6. State the number of automatic syringe dispensing machines in your state or territory.

See 'Method of needle and syringe program service delivery' in the NSP data dictionary for further explanation. Automatic syringe dispensing machines may be maintained by primary outlets, secondary outlets or by other arrangements.

Total number
Automatic syringe dispensing machine

Q6 Comments:

QUESTION 7. What is the postcode of each needle and syringe program outlet in your state or territory?

Complete this information on the worksheet labelled Postcode of NSP outlets (click on the text box below). Community pharmacies should be excluded. See 'Postcode-Australian (Service provider organisation)' in the NSP data dictionary for further explanation.

[Click here to go to Postcode worksheet](#)

Q7 Comments:

QUESTION 8. How many occasions of the following activities were provided by NSP outlets in your state or territory?

See 'Type of needle and syringe program activity' in the NSP data dictionary for an explanation of NSP activities. More than one activity can be selected per service contact. Where data are available by type of outlet record data in the appropriate column. For example, where data are only available for primary outlets, record this data in the 'Primary outlet' column. Where it is not possible to separate data by type of outlet report in the 'Combined outlets' column. 'Combined outlets' does not include Community pharmacies.

Total number			
Primary outlet	Secondary outlet	Combined outlets	
			1 Supply of injecting equipment (optional for COAG reporting)
			2 Education
			3 Intervention
			4 Formal referral
			5 Informal referral
			6 Other

If 'other' please specify _____

Q8 Comments:

QUESTION 9. The total number of full time equivalent staff funded by the COAG illicit drug diversion initiative relating to NSPs employed in your state or territory.

See 'Full time equivalent staff (COAG funded)' in the NSP data dictionary for further explanation.

Total number	
	Full-time equivalent (FTE) staff

Q9 Comments:

QUESTION 10. State the number of formal or informal referrals made by NSP outlets in your state or territory to the following referral destinations.

See 'Referral destination from needle and syringe program' in the NSP data dictionary for further explanation. Where data are available by type of outlet record data in the appropriate column. For example where data are only available for primary outlets, record this data in the 'Primary outlet' column. Where it is not possible to separate data by type of outlet report in the 'Combined outlets' column.

Total number			
Primary outlet	Secondary outlet	Combined outlets	
			1 Another NSP outlet
			2 Medical practitioner
			3 Hospital eg. emergency department
			4 Mental health care service
			5 Sexual health service
			6 Hepatitis clinic
			7 HIV/AIDS clinic
			8 Legal service
			9 Accommodation service
			10 Alcohol and other drug treatment service
			11 Other service

If 'other' please specify _____

Note: Where a large number of categories for 'Other' exist list as many as possible.

Q10 Comments:

QUESTION 11. Identify the priority populations for whom there is active targeting of NSP services by recording the number of initiatives in your state or territory that are COAG funded.

See 'Priority population of needle and syringe program (COAG funded)' in the NSP data dictionary for an explanation of priority population. An example of an initiative for a priority population is where a COAG funded project is established to deliver NSP to outer metropolitan areas. The project identifies and develops campaigns/resources for sex workers and young amphetamine use. This should be included as two initiatives, one for sex workers and one for people using particular primary drugs of concern.

Total number	
	1 People of particular age groups eg. Youth groups
	2 People from culturally and linguistically diverse backgrounds
	3 Homeless people
	4 People living in regional or remote areas
	5 People using particular primary drugs of concern
	6 Sex workers
	7 Other

If 'other' please specify _____

Q11 Comments:

QUESTION 12. Indicate by selecting yes or no in the table below which of the following sharps disposal/services are provided in your state or territory.

See 'Sharps disposal services' in the NSP data dictionary for further explanation. These may or may not be COAG funded. If code 9 'No disposal service' is yes codes 1 to 8 should indicate no or n/a.

Yes or No	
<input type="checkbox"/>	1 Provision of sharp disposal containers within packs
<input type="checkbox"/>	2 Provision of sharps disposal containers on request
<input type="checkbox"/>	3 Acceptance of used injecting equipment during opening hours
<input type="checkbox"/>	4 Provision of sharps disposal bins in public places
<input type="checkbox"/>	5 NSP initiated retrieval of injecting litter
<input type="checkbox"/>	6 Ad hoc retrieval upon request
<input type="checkbox"/>	7 Disposal telephone hotline service
<input type="checkbox"/>	8 Provision of written information or education about safe sharps disposal
<input type="checkbox"/>	9 Other
<input type="checkbox"/>	10 No disposal service

If 'other' please specify _____

Q12 Comments:

QUESTION 13. State the number of NSP workers who received the following types of NSP training in your state or territory?

See 'Training type for needle and syringe program workers' in the NSP data dictionary for further explanation.

Total numbers	
<input type="text"/>	1 Initial needle and syringe training
<input type="text"/>	2 Other NSP training

If 'other' please specify _____

Q13 Comments:

Questions 14, 15 and 16 are optional

QUESTION 14. State the number of education sessions conducted by NSP staff for the following non NSP services in your state or territory (OPTIONAL COMPLETION)

See 'Groups educated by needle and syringe program staff' in the NSP data dictionary for further explanation.

Total numbers	
<input type="text"/>	1 Neighbourhood groups
<input type="text"/>	2 Pharmacy (not providing NSP services)
<input type="text"/>	3 Community health centres
<input type="text"/>	4 Hospital staff
<input type="text"/>	5 Police
<input type="text"/>	6 Other

If 'other' please specify _____

Q14 Comments:

QUESTION 15. Where possible in the project performance reports describe the hours of operation of NSP outlets for the provision of NSP services in your state or territory to indicate adequacy and improvements to NSP access. (OPTIONAL COMPLETION)

See 'Hours of operation of needle and syringe program outlet' in the NSP data dictionary for further explanation.

Q15 Comments:

QUESTION 16. State the number of the following types of injecting equipment that is distributed to needle and syringe programs in your state or territory. (OPTIONAL COMPLETION)

See 'Injecting equipment distributed' in the NSP data dictionary for further explanation.

Total numbers	
<input type="text"/>	1 Combined needle and syringe (1ml insulin syringe)
<input type="text"/>	2 Syringe without needle
<input type="text"/>	3 Needle without syringe
<input type="text"/>	4 Other

If 'other' please specify _____

Q16 Comments:

Thank you for completing this form.

Other comments:

State or territory	Percentage COAG funded	Percentage other source of funding	Type of NSP outlet			Method of service delivery, Primary outlet		Method of service delivery, Secondary outlet		Number of vending machines
			Q4.1 Primary	Q4.2 Secondary	Q4.3 Pharmacy	Q5.1 Fixed	Q5.2 Outreach	Q5.3 Fixed	Q5.4 Outreach	
Jurisdiction 1	Q3.1 15%	Q3.2 85%	50	15	600	65	55	44	30	55
Jurisdiction 2	50%	50%	8	8	25	17	9	8	0	0
Jurisdiction 3	50%	50%	7	6	45	18	7	45	0	0
Jurisdiction 4	50%	50%	4	5	6	50	50	50	50	5
Jurisdiction 5	15%	85%	7	8	15	8	11	0	0	0
Jurisdiction 6	25%	75%	7	8	0	5	1	0	0	0
Jurisdiction 7	85%	15%	10	7	11	7	7	0	0	0
Jurisdiction 8	75%	25%	8	9	7	9	8	0	0	0
National			101	66	709	179	148	147	80	60

Note: Data entered in cells has been fabricated to use as an example. Data do not represent real data.

Figure 1: Example of a completed master worksheet sheet for questions 3 to 6 on the NSP reporting instrument

5 Lessons learnt and recommendations

During the course of this project, a number of lessons were learnt and areas for improvement were identified, some of which have already been incorporated into the data set and reporting instrument. Other areas for future improvements are suggested in this chapter.

5.1 Lessons learnt

5.1.1 Clarity of performance information required

Most of the Working Group members had not been working on the COAG Illicit Drug Diversion Initiative when the supporting measures for NSPs were approved in 1999. The project team and Working Group members had difficulty understanding the meaning of some of the performance information required, and documentation to explain the rationale for the performance information was unavailable.

For example, performance information required for reporting against the supporting measure *Increased education, counselling and referral services provided through community based program* requires states and territories to provide information about 'availability of trained health care workers'. Working Group members were unclear about whether this was asking for information about trained NSP workers or about health care workers that NSP workers had trained or if it meant something else. Working Group members stressed that not all NSP workers were health care workers, and in some outlets, NSP services were solely delivered by peer groups.

In addition, Working Group members also noted that NSP workers sometimes provided NSP training to non-health care workers, such as local government officers, the police and local neighbourhood groups.

In this case, after discussions with the Working Group, it was decided that for national reporting purposes the performance information required would be reworded from 'availability of trained health care workers' to 'availability of trained NSP workers'.

The Working Group indicated that they would provide data about the number of NSP workers in their state or territory who received:

- (a) initial NSP training
- (b) other NSP training.

In addition, where possible, they would also provide data about the number of education sessions conducted by NSP staff in their state and territory for people/workers in the following non-NSP service areas:

- (a) Neighbourhood groups
- (b) Pharmacy (not providing NSP services)
- (c) Community health centres
- (d) Hospitals

- (e) Police force
- (f) Others.

5.1.2 Relevance of performance information required

Working Group members questioned the significance and current relevance of some of the performance information required for reporting.

For example, performance information required for reporting against the supporting measure *Increased education, counselling and referral services provided through community based program* requires states and territories to provide quantitative information about the number of additional counselling, education or referral client service provided. Working Group members said that counselling services¹ were generally *not* provided within NSP outlets. They said that NSP outlets referred their clients to external counselling services because the NSP environment was not conducive to the provision of counselling. Therefore, Working Group members instead agreed to report on the number of *interventions* where an intervention was defined as *a service contact between a client and an NSP worker where advice and education is provided specific to an individual's circumstances*.

Another example was the requirement to provide the *Number of health care workers trained*. A Working Group member suggested that when the performance indicators were first approved in 1999, NSPs were relatively new and there had been some concern about whether enough workers would be available to deliver NSP services. He further suggested that data about the availability of trained NSP workers are of less relevance today.

5.2 Recommendations

The AIHW project team have identified a number of further recommendations regarding the future development of the NSP data set. These include the following:

5.2.1 That the NSP Working group undertake a review of the current COAG Illicit Drug Diversion Initiative NSP supporting measures for current relevance with a view to possible enhancements

Feedback from Working Group members makes it clear that the current COAG supporting measures, which were approved in 1999, should be reviewed in light of the progress that has been made by jurisdictions in implementing NSPs. When these indicators were developed, NSPs were relatively recent and according to Working Group members, some of the indicators are less relevant now than when they were first developed. The *NSP data dictionary* was developed based on the current COAG supporting measures for NSPs. Any review of the supporting measures should be undertaken in conjunction with a review of the *NSP data dictionary* to ensure that it is modified or incrementally expanded accordingly.

1 Counselling was defined as guidance provided by professionally trained and certified counselors aimed at helping individuals to address behavioural patterns by helping them to better understand themselves and help them explore new options to help facilitate change.

5.2.2 That sufficient time be given to states and territories to make the necessary process and system changes required to enable implementation of the NSP data set across all NSP outlets in their jurisdictions

To ensure that NSP data are collected and reported according to the data set specifications developed, it is important that sufficient time be given to jurisdictions to make the necessary changes to processes and systems within their jurisdictions.

In the case of NMDS reporting, there is usually a 6-month period from when a data set is agreed for national collection and when the collection is actually implemented across jurisdictions. During this time, jurisdictional changes that may occur include:

- the redesign and printing of paper forms where new data elements are required
- system modifications where electronic tools are used to record or collect data
- the training of staff in any changes to their data collection systems or practices, and in any new data definitions or concepts.

5.2.3 That the NSP Working Group investigate opportunities to incrementally expand the NSP data set to include other data considered relevant for current NSP service delivery

The current performance measures focus on agency-level data, for example, geographical distribution of outlets, and activities (referrals, education, etc.) provided by outlets. Some Working Group members identified the need to expand data collection to include other useful data for current NSP service delivery. For example, some expressed a desire to be able to collect nationally consistent data about: NSP clients, such as age and sex; NSP service contact information, such as whether a client is a new or a repeat client; and postcode at which the service contact is made (relevant for mobile services). While some of this data are already being collected by some states and territories, their consistency and opportunities to nationally standardise the collection and reporting of this data should be investigated.

5.2.4 That a study of national reporting of NSP client data be undertaken by the NSP Working Group to determine the feasibility of developing a nationally consistent NSP client data set

While some NSP client data are currently being collected by states and territories, it is recommended that before data development for a nationally consistent data set for NSP clients is developed, a feasibility study be undertaken. The feasibility study should describe and document the purpose or benefit of collecting NSP client data; the type of client data that would be useful for national data collection; and the ability to ensure accuracy of the data collected. The feasibility study should consider if the benefits of nationally consistent and comparable data collection of NSP client data outweigh the risks of not being able to validate the data, considering its sensitive nature. The feasibility study should address ethical or privacy considerations relevant to collecting data about individual clients, and data collection generally.

Appendix 1: Supporting measures as specified in the 2003–2004 Federal Budget document

2003–2004 FEDERAL BUDGET

COAG ILLICIT DRUGS DIVERSION INITIATIVE - SUPPORTING MEASURES RELATING TO NEEDLE AND SYRINGE PROGRAMS

GUIDELINES FOR PERFORMANCE REPORTS

1) OVERVIEW

In 1999, The Council of Australian Governments (COAG) approved a package of measures under the National Illicit Drugs Strategy. These measures included two health promotion initiatives relating to needle and syringe programs (NSPs). These were Initiative 1 ('Increased education, counselling and referral services provided through NSPs') and Initiative 2 ('Diversification of existing NSPs').

The 2003–2004 Federal Budget allocated \$38.7 million over four years for continuation of the COAG Illicit Drug Diversion Supporting Measures. Of this funding, the Budget allocated \$22.4 million over four years for the Supporting Measure Increased Education, Counselling and Referral Services through NSPs, and \$16.3 million over four years for the Supporting Measure Diversification of NSPs.

a) Supporting Measure 'Increased education, counselling and referral services provided through NSPs'

Strategies to action the initiative: increasing rates of voluntary entry into treatment through existing community based needle and syringe programs, including increased training and recruitment of counsellors.

Outcomes to be achieved: increased accessibility and capacity of community based counselling and education services.

Data to support the outcomes will be sourced from records and information maintained within each project.

Quantitative data will reflect

- numbers of additional counselling, education or referral client services provided
- numbers of additional NSP staff, including those in counselling roles
- number of health care workers trained

Qualitative data will reflect

- client transition and service provision
- improved linkages, partnerships and communication amongst community and health service providers
- initiatives with targeted service delivery (such as particular population groups)
- additional training initiatives undertaken

b) Supporting Measure 'Diversification of existing NSPs'

Strategies to action the initiative: increasing numbers of pharmacies and other outlets distributing needles and syringes and providing them with information and training support.

Outcomes to be achieved: increased accessibility of needle and syringe services.

Data to support the outcomes will be sourced from records and information maintained within each project.

Quantitative data will reflect

- number, type and geographic distribution of additional outlets distributing needles and syringes
- number of health care workers trained

Qualitative data will reflect increased access to sterile injecting equipment and appropriate disposal such as

- improvements to hours of operation in outlets
- improved access to appropriate disposal
- targeting of service delivery (such as particular population groups, foot patrols)
- additional training initiatives

2) REPORTING REQUIREMENTS

Annual reporting on the performance of the agreed proposals is detailed in clause 6 of the Deed of the Agreement and section E of the Table of Particulars.

This comprises three key elements to be completed annually. These are:

- individual performance report for each project
- individual financial report for each project
- overall expenditure report in respect of total funding for all projects (eg, total allocation, expenditure and carryforward)
- statement of compliance.

The attached reporting package provides a format and templates for the three elements to meet the reporting requirements.

The attached Reporting Proforma (Appendix 1) is the nationally agreed reporting framework referred to in the Deed of Agreement and guides the content of this report.

a) PROJECT PERFORMANCE REPORT - provides a format for the reporting requirements:

- Project title:** title of project, name of organisation and dates covered in this report
- Progress of project:** general comments, implementation and steps taken, key achievements
- Performance:** information supporting performance to each indicator
- Issues:** arising from the implementation of the project
- Any significant variation of proposal:** from the issues raised

The form will guide the report on activities to address the stated performance indicators within the proposal. The form provides an opportunity to discuss issues that may arise during the course of each project and raise any significant variation for further consultation with the Commonwealth.

Information to assist completing the reports:

- Report each project against the correct Supporting Measure
- Reference each project title to correspond with the financial report.
- Forms will need to be replicated to meet the number of projects undertaken
- Forms may need to be further individualised to support information that most accurately reports the performance of an individual project
- Additional information or tables may need to be added outside the format of the reporting package for an individual project
- Completing the forms electronically will assist the data entry and adjust the project reports to suit

b) FINANCIAL REPORT – provides a format for reporting requirements in the form of a revenue and expenditure statement.

The form will guide the financial reporting on each project within the proposal and budget allocations can be individualised. The budget areas on the form (staffing, administration, travel/accommodation, consumables, resource development) are indicative only of the proposed budgets within the agreed projects and may need to be changed.

Information to assist completing the reports:

- Report each project against the correct Supporting Measure.
- Reference each project title to correspond with the performance report.
- Tables will need to be replicated to meet the number of projects undertaken
- Ensure each project financial report has reference (Project Name) to the title of the project
- Individual project budget items will need to be incorporated to accurately reflect project expenditure
- Completing the forms electronically will assist the data entry and adjust the project reports to suit

c) STATEMENT OF COMPLIANCE

The Statement of Compliance is to be signed by the authorised officer nominated in the Deed of Agreement in Item F within the Table of Particulars. The statement certifies that the financial report (project revenue and expenditure) reflects the requirements of the terms and conditions as specified in the Deed of Agreement and is true and correct.

Schedule of performance reports:

Report 1: due 31.08.04

Report 2: due 31.08.05

Report 3: due 31.08.06

Report 4: due 31.08.07

COAG Strategy/Objectives	Outcomes	Performance Information	Data: Quantitative	Data: Qualitative	Data Sources
<p>Increased Education, Counselling and Referral Services provided through Community Based Programs:</p> <ul style="list-style-type: none"> by increasing rates of voluntary entry into treatment through existing community based needle and syringe programs, including increased training and recruitment of counsellors. 	<p><i>Increased accessibility and capacity of community based counselling and education services.</i></p>	<ul style="list-style-type: none"> Availability of trained health care workers; Increased referrals to treatment agencies by community based programs; Utilisation of counseling and education services. 	<p>Data: Quantitative</p> <ul style="list-style-type: none"> numbers of additional counseling, education or referral client services provided; numbers of additional NSP staff, including those in counseling roles. Number of health care workers trained 	<p>Data: Qualitative</p> <p><i>Outline progress towards improved data collection to reflect client transition and service provision; outline steps taken to improve linkages, partnerships and communication amongst community and health service providers; outline initiatives with targeted service delivery (eg. for particular population groups); outline additional training initiatives undertaken.</i></p>	<p><i>Quantitative data:</i> State and Territory Health Departments who will be responsible for collating this data from needle and syringe services.</p> <p><i>Qualitative data</i> State and Territory health departments;</p>
<p>Diversification of existing needle and syringe programs:</p> <ul style="list-style-type: none"> by increasing the numbers of pharmacies and other outlets distributing needles and syringes and providing them with information and training support. 	<p><i>Increased accessibility of needle and syringe exchange services.</i></p>	<ul style="list-style-type: none"> Increase in numbers of pharmacies and other outlets distributing needles and syringes. Increased coverage of outlets 	<p>Data: Quantitative</p> <ul style="list-style-type: none"> Number, type and geographic distribution of additional outlets distributing needles and syringes. Number of health care workers trained. 	<p>Data: Qualitative</p> <p><i>Detail changes to service provision which have effectively increased access to sterile injecting equipment and appropriate disposal such as:</i></p> <ul style="list-style-type: none"> Improvements to hours of operation in outlets; Improved access to appropriate disposal; Targeting of service delivery (eg. Particular population groups, use of foot patrols); and, Outline additional training initiatives undertaken. 	<p><i>Quantitative data:</i> State and Territory Health Departments who will be responsible for collating this data from needle and syringe services.</p> <p><i>Qualitative data</i> State and Territory health departments.</p>

Appendix 2: List of Needle and Syringe Program Working Group members

Name	Organisation
Judith Bevan	Western Australian Department of Health
James Broadfoot	Northern Territory Department of Health and Community Services
Helene Delany	Australian Capital Territory Department of Health
Jenny Iverson Owen Wescott	New South Wales Department of Health
Roland Jauernig	Victorian Department of Human Services
Robert Kemp Andrew Conroy	Queensland Department of Health
Stephen Lymb	South Australian Department of Health
Amanda McNeair	Tasmanian Department of Health and Human Services
Kellie Fixter	Australian Government Department of Health and Ageing

References

AIHW (Australian Institute of Health and Welfare) 2005. 2004 National Drug Strategy Household Survey: detailed findings. Drug statistics series no.16. Cat. no. PHE 66. Canberra: AIHW.

NSW Health. October 2004. Needle and Syringe Program (NSP): data dictionary 2.0. Sydney: NSW Health.

List of figures

Figure 1: Example of a completed master worksheet sheet for questions 3 to 6 on the NSP reporting instrument47