**Australian Government**

**Australian Institute of Health and Welfare**

# Mental Health Establishments

## National Minimum Data Set

2019-20 version 2.40 July 2019

As at 15 July, 2020

# Table of Contents

# 1. 2019-20 MHE NMDS

## 1.1. Essential definitions

Scope - Mental health establishments 2019-20 (METeOR ID 707557).

Statistical unit - Specialised mental health service (METeOR ID 268984).

## 1.2. Changes for 2019-20

The specific detailed changes to the 2019-20 (version 2.40) specifications, compared to 2018-19 (version 2.30) are listed below.

### 1.2.1. Changes to the data model

No changes to the data model have been made.

### 1.2.2. Changes to definitions

The definitional changes to the 2019-20 specifications, compared to 2018-19 are listed in Table 1.1.

*Table 1.1 Changes made to 2019-20 definitions compared to 2018-19*

| Data elements | Details | Rationale |
|---|---|---|
| Ambulatory mental health care service | Removal of reference to 'ambulatory equivalent same day separations' and replaced with 'same day admitted patient mental health care services'. Additional working included to clarify boundaries of CMHC NMDS and MHE NMDS | Updated wording of 'same day admitted patient mental health care services' to align with change in reporting on AIHW's Mental Health Services in Australia website. |
| Specialised mental health service-ambulatory service unit identifier, XXXXXX | Hyperlink update. | Hyperlink to Ambulatory mental health care service glossary item updated. |
| Specialised mental health service-ambulatory service unit name, text XXX[X(97)] | Hyperlink update. | Hyperlink to Ambulatory mental health care service glossary item updated. |

## 1.3. Reporting statistical units

The statistical units in the MHE NMDS are *Specialised Mental Health Services* METeOR identifier 268984). These are the:

- specialised mental health components of the state and territory health authorities, and of regions within states and territories;
- specialised mental health service organisations;
- hospitals or service unit clusters;

- service units; and
- specialised mental health services provided by private hospitals, and non-government residential service units in receipt of state or territory government funding.

In general, states and territories determine the organisational units that will report as *regions, organisations,* and *service units* for this NMDS.

Only those specialised mental health services provided by private hospitals and non government residential mental health services that receive state or territory government funding are included as service units for this NMDS.

Ambulatory services managed by non-government organisations (NGOs) are not defined as statistical units for this NMDS.

The following sections provide more information on each of the statistical units and reporting levels used in the MHE NMDS.

### 1.3.1. State or territory

This level refers to the state or territory and should be reported using the *State/Territory identifier* data element.

### 1.3.2. Region

The region refers to an administrative concept not a geographical one. States and territories may have one or more regions into which the state or territory is divided and to which its mental health service organisations belong. Region would be reported using the *Region identifier* (RegId) data element. In the smaller states or in the territories there may only be one or no region. In these cases, the *Region identifier* is to be reported as '00' and the *Region name* (RegName) would repeat the name of the state or territory.

### 1.3.3. Organisation

The organisation is defined according to the Object class *Specialised mental health service organisation* (METeOR identifier 286449) and reported using the *Organisation Identifier* (OrgId) data element. An organisation is a separately constituted specialised mental health service that is responsible for the clinical governance, administration and financial management of service units providing specialised mental health care. An organisation may consist of one or more service units based in different locations and providing services in the admitted patient, residential and ambulatory settings. For example, a mental health service organisation may consist of several hospitals or two or more community centres. Where the mental health service organisation consists of multiple service units, those units can be considered to be components of the same organisation where they:

- Operate under a common clinical governance arrangement;
- Aim to work together as interlocking services that provide integrated, coordinated care to consumers across all mental health service settings; and
- Share clinical records or, in the case where there is more than one physical clinical record for each patient, staff

may access (if required) the information contained in all of the physical records held by the organisation for that patient.

For most states and territories, the mental health service organisation is equivalent to the Area or District Mental Health Service. These are usually organised to provide the full range of admitted patient, residential and ambulatory services to a given catchment population. However, the term may also be used to refer to health care organisations which provide only one type of mental health service (for example, acute admitted patient care) or which serve a specialised or state-wide function.

### 1.3.4. Hospital or service unit cluster

A specialised mental health service organisation may consist of one or more clusters of service units providing services in admitted patient, residential and ambulatory settings. For example, a specialised mental health service organisation may consist of several hospitals (clusters of admitted patient service units) and/or two or more ambulatory or residential service clusters (for example, a cluster of child and adolescent ambulatory service units, and a cluster of aged residential service units).

To allow service units to be reported individually, but still to be identified as part of a hospital (for the admitted patient service setting), or as part of another type of cluster (for example, other cluster type for ambulatory or residential service setting), a separate reporting level has been created.

- 'Hospital' is for admitted patient service units, and
- 'Service unit cluster' is for ambulatory service units and residential service units.

Ambulatory or residential service units will not necessarily belong to a 'cluster'. However, for some ambulatory service units, the cluster the service unit belongs to may be a hospital that contains both admitted patient and ambulatory service units. In this instance, the *Service unit cluster identifier* for the ambulatory service unit would be the *Hospital identifier*. Other groups of ambulatory and residential service units could also be usefully reported as clusters. For example, clusters may exist of groups of residential services for aged persons, or groups of ambulatory service units in particular geographical areas.

Each hospital reported to the Public Hospital Establishments NMDS, with an inpatient unit in scope as specialised mental health, must be reported as a *hospital* for the purposes of the MHE NMDS.

### 1.3.5. Specialised mental health service units

The reporting of service units specified in this section relates to the minimum reporting that is required for NMDS purposes, defined on the basis of MHE NMDS reporting requirements. States and territories are free to report more service units than this. For example, if a hospital had two older persons acute admitted patient service units, these only need to be reported as one combined older persons acute admitted patient service unit, but could be reported as two separate service units if desired. However, identification of service units should not combine

target populations—there is no code available to identify 'mixed' target populations. Therefore, where a service delivery outlet provides discrete and specifically funded programs for multiple target populations, each of these should be identified as a separate service unit.

### 1.3.5.1. Admitted patient setting

For the admitted patient setting, data are to be reported by target population and program type. For example, if a hospital had separate wards/programs for child and adolescent, youth, older person, general adult and forensic there would be a separate service unit reported for each. Additionally, if there are acute and other program types, that would require separate service units to be reported (that is, defined by the program type as well as the target population). For example, an older persons acute unit would be reported separately from an older persons unit providing rehabilitation or extended care. Organisations can, however, report multiple service units with the same target population and program type, if the distinction between the units is known to the organisation and expected to be separately identifiable across a number of years.

### 1.3.5.2. Ambulatory service setting

For the ambulatory service setting, the service unit is equivalent to the organisation's ambulatory services as a whole. However, the data element *Target population* should be used to distinguish between general adult, child and adolescent, youth, older person and forensic services. An organisation may choose to report a number of separate ambulatory service units with the same target population, however this is not compulsory.

### 1.3.5.3. Residential service setting

For the residential service setting, as a minimum, 24-hour staffed residential services that employ mental health trained staff on-site 24 hours per day and other services with less intensive staffing (but mental health trained staff on-site for a minimum of 6 hours a day and at least 50 hours per week) should be defined as separate service units. This applies to both government-operated residential services and government-funded residential services operated by non-government organisations. In addition, the data element *Target population* should be used to distinguish between general adult, child and adolescent, youth, older person and forensic services.

### 1.3.6. Sector

Sector is not considered part of the identifier. Within this NMDS, sector is an attribute of ambulatory and residential service units. Sector is an attribute of the 'Hospital' table for admitted patient service units.

### 1.3.7. Statistical unit identifiers

The reporting of service entities aims to create relationships between the mental health NMDSs, and where possible, the National Outcomes and Casemix Collection (NOCC), Public Hospital Establishments (PHE) NMDS and Admitted Patient Care (APC) NMDS (see Table 1.2).

The identifiers for the MHE NMDS are:

- State or territory (1 character) (use *State/Territory identifier*)
- Region (2 characters) (use *Region identifier*)
- Specialised mental health service organisation (4 characters)
- Hospital or service unit cluster (5 characters)
- Service unit (6 characters)

Identifiers should be assigned as follows:

- *State/Territory identifier:* as per *National health data dictionary* codes;
- *Region identifier:* at the discretion of each state or territory as no national code set is available;
- *Organisation identifier:* at the discretion of each state or territory as no national code set is available;
- *Hospital identifier:* the same as used in the PHE NMDS where physically separate hospitals have been distinguished; where multiple hospitals have been reported as a single establishment, new identifiers will be needed to distinguish these hospitals;
- *Service unit cluster identifier:* at the discretion of each state or territory as no national code set is available;
- *Admitted patient service unit identifier:* at the discretion of each state or territory as no national code set is available;
- *Ambulatory service unit identifier:* the same as those used in the Community Mental Health Care (CMHC) NMDS;
- *Residential service unit identifier:* the same as those used in the Residential Mental Health Care (RMHC) NMDS.

*Table 1.2 Reporting requireme*

| Identifier element names | METeOR identifier | Mental Health Establishments NMDS | Residential mental health care NM |
|---|---|---|---|
| Australian State or Territory identifier | 269941 | Yes | Yes |
| Region identifier | 269940 | Yes | Yes |
| Specialised mental health service organisation identifier | 404186 | Yes | Yes |
| Hospital/Service unit cluster identifier | 404239 (MHE) / 404858 (MHE, MHE & RMHC) | Yes | Yes |
| Service unit identifier | 404390 (MHE) / 708804 (MHE, MHE) / 404837 (MHE, RMHC) | Yes | Yes |

The use of identical identifiers between the various Mental Health Datasets is tested via the Mental Health Establishments Skeleton files, handled by the MDS Validator.

An additional identifier is now included in the MHE NMDS 2014–15 and subsequent MHE NMDSs: the Local hospital network identifier (METeOR identifier 680985). This data element is reported at the service unit level and is not part of the identifier string.

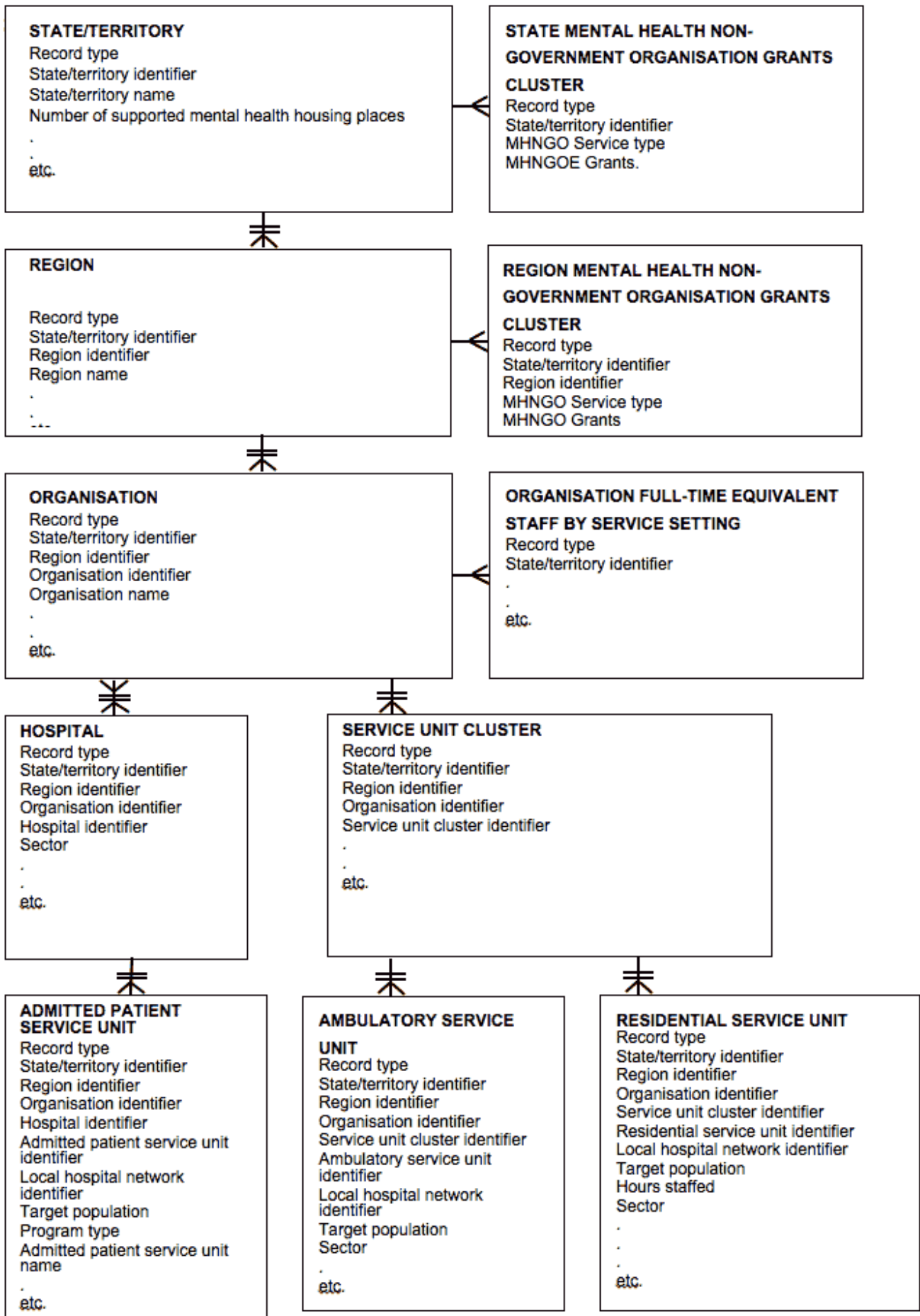### 1.3.8. Consistency of identifiers across reference periods

Where no major service reorganisations have occurred, the region, organisation, service unit cluster and service unit identifiers (*RegId*, *OrgId*, *ClusId*, *AdmiId*, *AmbuId*, *ResiId*) used by a jurisdiction should be preferably identical to the previous year. However, given that all jurisdictions have committed to aligning ID numbers between the different NMDS's, changes in ID numbers due to this process will be accepted, as will be the case for those jurisdictions that have undergone significant reorganisation of service delivery that warrant new service entity identifiers. In these cases, jurisdictions should provide a supplementary mapping document that clearly illustrates the changes in ID numbers between collection periods, at all levels.

Region, organisation, hospital, cluster and service unit name changes are acceptable, especially if the new name is more locally relevant. These will be identified as a change in the MDS Validator, however will not affect the generation of the historical trends reports.

## 1.4. Data model of the MHE Extract

Fig. 1.1 provides an abbreviated overview of the structure of the data to be reported. Information is provided at each level: State/Territory; Region; Organisation; Hospital/Service unit cluster; and Service unit (Admitted patient services, Residential services and Ambulatory services). Each level has a unique set of attributes which comprise the NMDS data elements and additional supplementary information.

**STATE/TERRITORY**
Record type
State/territory identifier
State/territory name
Number of supported mental health housing places
.
.
etc.

**STATE MENTAL HEALTH NON-GOVERNMENT ORGANISATION GRANTS**
**CLUSTER**
Record type
State/territory identifier
MHNGO Service type
MHNGOE Grants.

**REGION**

Record type
State/territory identifier
Region identifier
Region name
.
...

**REGION MENTAL HEALTH NON-GOVERNMENT ORGANISATION GRANTS**
**CLUSTER**
Record type
State/territory identifier
Region identifier
MHNGO Service type
MHNGO Grants

**ORGANISATION**
Record type
State/territory identifier
Region identifier
Organisation identifier
Organisation name
.
.
etc.

**ORGANISATION FULL-TIME EQUIVALENT STAFF BY SERVICE SETTING**
Record type
State/territory identifier
.
.
etc.

**HOSPITAL**
Record type
State/territory identifier
Region identifier
Organisation identifier
Hospital identifier
Sector
.
.
etc.

**SERVICE UNIT CLUSTER**
Record type
State/territory identifier
Region identifier
Organisation identifier
Service unit cluster identifier
.
.
etc.

**ADMITTED PATIENT SERVICE UNIT**
Record type
State/territory identifier
Region identifier
Organisation identifier
Hospital identifier
Admitted patient service unit identifier
Local hospital network identifier
Target population
Program type
Admitted patient service unit name
.
.
etc.

**AMBULATORY SERVICE UNIT**
Record type
State/territory identifier
Region identifier
Organisation identifier
Service unit cluster identifier
Ambulatory service unit identifier
Local hospital network identifier
Target population
Sector
.
etc.

**RESIDENTIAL SERVICE UNIT**
Record type
State/territory identifier
Region identifier
Organisation identifier
Service unit cluster identifier
Residential service unit identifier
Local hospital network identifier
Target population
Hours staffed
Sector
.
.
.
etc.

*Fig. 1.1 Overview of Data model underlying the Mental Health Establishments NMDS data extract*

## 1.5. Data integrity

For cases of missing data (that is, unknown, not stated or not available):

- For **Numeric [Num] fields**, the data should be reported as zero, using leading zeros when necessary to pad out the field to the required length. The principle here is that all numeric fields require a valid value.
- For **Text [Char] fields**, the data should be space-filled to the required length. For single character fields where a 'missing/not stated' value has been specified for a particular data element (for example, '9' has been specified for missing data), use the stated value for 'missing/not stated' rather than simply space filling.

Values in **Date** [**Date**] fields must be recorded in compliance with the standard format used across the *National health data dictionary*; specifically, dates must be of fixed 8 column width in the format DDMMYYYY, with leading zeros used when necessary to pad out a value. For instance, 13 March 2020 would appear as 13032020.

Values in **Numeric** [**Num**] fields must be zero-filled and right-justified. These should consist only of the numerals 0 to 9 and the decimal ('.') point if applicable to the data element.

Note: Fields defined as 'Numeric' are those that have numeric properties—that is, the values, for example, can be added or subtracted in a manner that is valid. Where a field uses numeric characters that do not have these properties (for example, the use of numbers for *Patient identifier*), the field is defined as 'Character'.

Values in **Character** [**Char**] fields must be left justified and space-filled. These should consist of any of the printable ASCII character set (that is, excluding control codes such as newline, bell and linefeed).

## 1.6. Data set specification (DSS)

As noted earlier, the proposed file structure for the transmission of data from jurisdictions to the AIHW is a single Fixed Format data file. The following tables specify the order in which the data items should be provided to the AIHW.

The extract format consists of a set of hierarchically ordered *Data records*, of which there are twelve types (see Table 1.3).

In each extract file for any given period, the *Data records* must be preceded by a single *File Header Record* having the structure outlined in Table 1.4.

All records presented in the extract file should be grouped in the following order: Header Record; State/Territory details records; Region details records; Organisation details records; Hospital/Service unit cluster details records; and Service unit details records.

With the exception of Region, Organisation and Service unit cluster details records, all *Data records* should include the following elements in the order shown:

- Record type
- Establishment identifier (comprising: *State/Territory identifier*; *Region identifier*; *Organisation identifier*; *Hospital identifier/Service unit cluster identifier*; and *Service unit identifier*)
- Specific data in the format specified for the given record type

The order of fields in a record must be the same as the order they are listed in the Record Layouts specified below. Field values should be formatted as specified in the Record Layouts.

The first field in each record must be *Record Type*. Valid values for *Record Type* are shown in Table 1.3.

*Table 1.3 Valid values for Record Type*

| Record Type | Description |
|---|---|
| HR | File Header Record |
| ST | State/Territory Details |
| STNGOE | State-level Non-Government Organisation grants |
| REG | Region details records |
| REGNGOE | Region-level Non-Government Organisation grants |
| ORG | Organisation details records |
| FTEORG | Organisation Full-time Equivalent Staff by Setting/Target Pop |
| HOSP | Hospital Details |
| CLUS | Service unit cluster details records |
| ADMI | Admitted Patient Service Unit Details |
| AMBU | Ambulatory Service Unit Details |
| RESI | Residential Service Unit Details |

## 1.6.1. File header record

The first record of the extract file must be a File Header Record (*Record Type* = 'HR'), and it must be the only such record in the file.

The File Header Record is a quality control mechanism, which uniquely identifies each file that is sent to the AIHW (that is, who sent the file, what date the file was sent, batch number of file, etc). The information contained in the header fields will be checked against the actual details of the file to ensure that the file received has not been corrupted.

The layout of the File Header Record is shown in Table 1.4.

*Table 1.4 Record Layout for File Header Record within the data extract*

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Record Type (RecType) | Char[8] | 1 | — | Value = *HR* |
| State/Territory Identifier (State) [1] | Char[1] | 9 | 269941 | **1:** New South Wales <br> **2:** Victoria <br> **3:** Queensland <br> **4:** South Australia <br> **5:** Western Australia <br> **6:** Tasmania <br> **7:** Northern Territory <br> **8:** Australian Capital Territory |
| Batch Number (BatchNo) | Char[9] | 10 | — | Represents the YYYYNNNNN component of the extract file name. |
| Report Period Start Date (RepStart) | Date[8] | 19 | — | Report period start date |
| Report Period End Date (RepEnd) | Date[8] | 27 | — | Report period end date |
| Data File Generation Date (GenDt) | Date[8] | 35 | — | Data file generation date |
| Data File Type (FileType) | Char[3] | 43 | — | Value = *MHE* |
| MHE Specification Version Number (SpecVer) | Char[5] | 46 | — | Value = *02.40* |

Record length = 50

**Notes**

[1]    (Meteor includes code 9, but that is not applicable to the MHE NMDS)

## 1.6.2. State/Territory data record

The extract format for the *Data records* is specified in detail in tables Table 1.4 to Table 1.15. The order of fields in each record must be the same as the order they are shown below. Field values should be formatted as specified.

_Table 1.5 Data record layout - State/Territory details_

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Record Type (RecType) | Char[8] | 1 | — | Value = _ST_ |
| State/Territory Identifier (State) [2] | Char[1] | 9 | 269941 | **1:** New South Wales<br>**2:** Victoria<br>**3:** Queensland<br>**4:** South Australia<br>**5:** Western Australia<br>**6:** Tasmania<br>**7:** Northern Territory<br>**8:** Australian Capital Territory |
| State/Territory Name (StateName) | Char[28] | 10 | — | Name used to identify the State/Territory |
| Number of Supported Mental Health Housing Places (NHousePlaces) | Number[6] | 38 | 390929 | N(6) |
| NGO Grants - from Non-Health Departments (NgoOtherDepts) | Number[9] | 44 | 685355 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - Department of Veterans' Affairs (RevDVA) | Number[9] | 53 | 377992 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - Recoveries (RevRecov) | Number[9] | 62 | 288685 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - State or Territory Health Authority (RevStateHealth) | Number[9] | 71 | 288965 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - Other Commonwealth (RevCwlthOther) | Number[9] | 80 | 288031 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - Patients (RevPatients) | Number[9] | 89 | 290583 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - Other (RevOther) | Number[9] | 98 | 288071 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - State/Territory Other (RevStateOther) | Number[9] | 107 | 288075 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Expenditure Not Elsewhere Reported - Academic Positions (ExpNerAcademic) | Number[9] | 116 | 290151 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Education and Training (ExpNerTraining) | Number[9] | 125 | 290149 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Insurance (ExpNerInsur) | Number[9] | 134 | 290164 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Mental Health Act Regulation or related legislation (ExpNerMHAct) | Number[9] | 143 | 376828 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Mental Health Promotion (ExpNerPromo) | Number[9] | 152 | 290156 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Mental Health Research (ExpNerResearch) | Number[9] | 161 | 290153 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Patient Transport Services (ExpNerTransp) | Number[9] | 170 | 290183 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Program Administration (ExpNerProgAdmin) | Number[9] | 179 | 290145 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Property Leasing Costs (ExpNerPropLease) | Number[9] | 188 | 290185 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Service Development (ExpNerServDev) | Number[9] | 197 | 373040 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Superannuation (ExpNerSuper) | Number[9] | 206 | 290158 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Workers Compensation (ExpNerWorkComp) | Number[9] | 215 | 290160 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Other Indirect Expenditure (ExpNerOther) | Number[9] | 224 | 290187 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |

Record length = 232

**Notes**

[2]   (Meteor includes code 9, but that is not applicable to the MHE NMDS)

### 1.6.3. State MH NGOE Grants data record

*Table 1.6 Data record layout - State MH NGOE Grants*

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values | |
|---|---|---|---|---|---|
| Record Type (RecType) | Char[8] | 1 | — | Value = *STNGOE* | |
| State/Territory Identifier (State) [3] | Char[1] | 9 | 269941 | **1:** | New South Wales |
| | | | | **2:** | Victoria |
| | | | | **3:** | Queensland |
| | | | | **4:** | South Australia |
| | | | | **5:** | Western Australia |
| | | | | **6:** | Tasmania |
| | | | | **7:** | Northern Territory |
| | | | | **8:** | Australian Capital Territory |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values | |
|---|---|---|---|---|---|
| Mental health non-governmental organisation service type (MHNGOServType) | Char[2] | 10 | 567352 | 01: | Counselling – face-to-face |
| | | | | 02: | Counselling, support, information and referral – telephone |
| | | | | 03: | Counselling, support, information and referral – online |
| | | | | 04: | Self-help – online |
| | | | | 05: | Group support activities |
| | | | | 06: | Mutual support and self-help |
| | | | | 07: | Staffed residential services |
| | | | | 08: | Personalised support – linked to housing |
| | | | | 09: | Personalised support – other |
| | | | | 10: | Family and carer support |
| | | | | 11: | Individual advocacy |
| | | | | 12: | Care coordination |
| | | | | 13: | Service integration infrastructure |
| | | | | 14: | Education, employment and training |
| | | | | 15: | Sector development and representation |
| | | | | 16: | Mental health promotion |
| | | | | 17: | Mental illness prevention |
| | | | | 88: | Other and unspecified services |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Mental health non-governmental organisation grants (MHNGOEGrants) | Number[9] | 12 | 567363 | The dollar amount of grants provided to an NGO. |

Record length = 20

**Notes**

[3]  (Meteor includes code 9, but that is not applicable to the MHE NMDS)

## 1.6.4. Region data record

*Table 1.7 Data record layout - Region details*

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Record Type (RecType) | Char[8] | 1 | — | Value = *REG* |
| State/Territory Identifier (State) [4] | Char[1] | 9 | 269941 | 1: New South Wales<br>2: Victoria<br>3: Queensland<br>4: South Australia<br>5: Western Australia<br>6: Tasmania<br>7: Northern Territory<br>8: Australian Capital Territory |
| Region Identifier (RegId) | Char[2] | 10 | 269940 | AA: Region (values as specified by individual jurisdiction). Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |
| Region Name (RegName) | Char[60] | 12 | 407187 | Common name used to identify the Region. |
| Revenue - Department of Veterans' Affairs (RevDVA) | Number[9] | 72 | 377992 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Revenue - Recoveries (RevRecov) | Number[9] | 81 | 288685 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - State or Territory Health Authority (RevStateHealth) | Number[9] | 90 | 288965 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - Other Commonwealth (RevCwlthOther) | Number[9] | 99 | 288031 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - Patients (RevPatients) | Number[9] | 108 | 290583 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - Other (RevOther) | Number[9] | 117 | 288071 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - State/Territory Other (RevStateOther) | Number[9] | 126 | 288075 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Academic Positions (ExpNerAcademic) | Number[9] | 135 | 290151 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Education and Training (ExpNerTraining) | Number[9] | 144 | 290149 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Insurance (ExpNerInsur) | Number[9] | 153 | 290164 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Mental Health Act Regulation or related legislation (ExpNerMHAct) | Number[9] | 162 | 376828 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Mental Health Promotion (ExpNerPromo) | Number[9] | 171 | 290156 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Mental Health Research (ExpNerResearch) | Number[9] | 180 | 290153 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Patient Transport Services (ExpNerTransp) | Number[9] | 189 | 290183 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Program Administration (ExpNerProgAdmin) | Number[9] | 198 | 290145 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Expenditure Not Elsewhere Reported - Property Leasing Costs (ExpNerPropLease) | Number[9] | 207 | 290185 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Service Development (ExpNerServDev) | Number[9] | 216 | 373040 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Superannuation (ExpNerSuper) | Number[9] | 225 | 290158 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Support Services (ExpNerSuppServ) | Number[9] | 234 | 290147 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Workers Compensation (ExpNerWorkComp) | Number[9] | 243 | 290160 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Other Indirect Expenditure (ExpNerOther) | Number[9] | 252 | 290187 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |

Record length = 260

**Notes**

[4]     (Meteor includes code 9, but that is not applicable to the MHE NMDS)

## 1.6.5. Region MH NGOE Grants data record

*Table 1.8 Data record layout - Region MH NGOE Grants*

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Record Type (RecType) | Char[8] | 1 | — | Value = *REGNGOE* |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| State/Territory Identifier (State) [5] | Char[1] | 9 | 269941 | 1: New South Wales<br>2: Victoria<br>3: Queensland<br>4: South Australia<br>5: Western Australia<br>6: Tasmania<br>7: Northern Territory<br>8: Australian Capital Territory |
| Region Identifier (RegId) | Char[2] | 10 | 269940 | AA: Region (values as specified by individual jurisdiction). Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values | |
|---|---|---|---|---|---|
| Mental health non-governmental organisation service type (MHNGOServType) | Char[2] | 12 | 567352 | 01: | Counselling – face-to-face |
| | | | | 02: | Counselling, support, information and referral – telephone |
| | | | | 03: | Counselling, support, information and referral – online |
| | | | | 04: | Self-help – online |
| | | | | 05: | Group support activities |
| | | | | 06: | Mutual support and self-help |
| | | | | 07: | Staffed residential services |
| | | | | 08: | Personalised support – linked to housing |
| | | | | 09: | Personalised support – other |
| | | | | 10: | Family and carer support |
| | | | | 11: | Individual advocacy |
| | | | | 12: | Care coordination |
| | | | | 13: | Service integration infrastructure |
| | | | | 14: | Education, employment and training |
| | | | | 15: | Sector development and representation |
| | | | | 16: | Mental health promotion |
| | | | | 17: | Mental illness prevention |
| | | | | 88: | Other and unspecified services |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Mental health non-governmental organisation grants (MHNGOEGrants) | Number[9] | 14 | 567363 | The dollar amount of grants provided to an NGO. |

Record length = 22

**Notes**

[5]    (Meteor includes code 9, but that is not applicable to the MHE NMDS)

## 1.6.6. Organisation data record

*Table 1.9 Data record layout - Organisation details*

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Record Type (RecType) | Char[8] | 1 | — | Value = *ORG* |
| State/Territory Identifier (State) [6] | Char[1] | 9 | 269941 | 1: New South Wales<br>2: Victoria<br>3: Queensland<br>4: South Australia<br>5: Western Australia<br>6: Tasmania<br>7: Northern Territory<br>8: Australian Capital Territory |
| Region Identifier (RegId) | Char[2] | 10 | 269940 | AA: Region (values as specified by individual jurisdiction). Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |
| Organisation Identifier (OrgId) | Char[4] | 12 | 404186 | Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Organisation Name (OrgName) | Char[100] | 16 | 405767 | Common name used to identify the Organisation |
| Revenue - Department of Veterans' Affairs (RevDVA) | Number[9] | 116 | 377992 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - Recoveries (RevRecov) | Number[9] | 125 | 288685 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - State or Territory Health Authority (RevStateHealth) | Number[9] | 134 | 288965 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - Other Commonwealth (RevCwlthOther) | Number[9] | 143 | 288031 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - Patients (RevPatients) | Number[9] | 152 | 290583 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - Other (RevOther) | Number[9] | 161 | 288071 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Revenue - State/Territory Other (RevStateOther) | Number[9] | 170 | 288075 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Depreciation (Deprec) | Number[9] | 179 | 270279 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Non-Salary Recurrent Expenditure - Administrative Expenses (ExpNonSalAdmin) | Number[9] | 188 | 270107 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Non-Salary Recurrent Expenditure - Domestic Services (ExpNonSalDomest) | Number[9] | 197 | 270283 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Non-Salary Recurrent Expenditure - Drug Supplies (ExpNonSalDrug) | Number[9] | 206 | 270282 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Non-Salary Recurrent Expenditure - Food Supplies (ExpNonSalFood) | Number[9] | 215 | 270284 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Non-Salary Recurrent Expenditure - Interest Payments (ExpNonSalInterest) | Number[9] | 224 | 270186 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Non-Salary Recurrent Expenditure - Medical and Surgical Supplies (ExpNonSalMedSuppl) | Number[9] | 233 | 270358 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Non-Salary Recurrent Expenditure - Patient Transport (ExpNonSalTransp) | Number[9] | 242 | 270048 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Non-Salary Recurrent Expenditure - Payments to Visiting Medical Officers (ExpNonSalVMO) | Number[9] | 251 | 270049 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Non-Salary Recurrent Expenditure - Repairs and Maintenance (ExpNonSalRepairs) | Number[9] | 260 | 269970 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Non-Salary Recurrent Expenditure - Superannuation (ExpNonSalSuper) | Number[9] | 269 | 270371 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Non-Salary Recurrent Expenditure - Other Recurrent Expenditure (ExpNonSalOther) | Number[9] | 278 | 270126 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Salaries and Wages - Consultant Psychiatrists and Psychiatrists (ExpSalCnsltPsych) | Number[9] | 287 | 288767 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Salaries and Wages - Psychiatry Registrars and Trainees (ExpSalPsyReg) | Number[9] | 296 | 288774 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Salaries and Wages - Other Medical Officers (ExpSalMedOther) | Number[9] | 305 | 288776 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Salaries and Wages - Registered Nurses (ExpSalNursesReg) | Number[9] | 314 | 270269 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Salaries and Wages - Enrolled Nurses (ExpSalNursesEnrl) | Number[9] | 323 | 270270 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Salaries and Wages - Occupational Therapists (ExpSalOT) | Number[9] | 332 | 288778 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Salaries and Wages - Social Workers (ExpSalSocialWk) | Number[9] | 341 | 288780 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Salaries and Wages - Psychologists (ExpSalPsychol) | Number[9] | 350 | 288784 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Salaries and Wages - Other Diagnostic and Health Professionals (ExpSalDHPOther) | Number[9] | 359 | 288786 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Salaries and Wages - Administrative and Clerical Staff (ExpSalAdmin) | Number[9] | 368 | 270275 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Salaries and Wages - Domestic and Other Staff (ExpSalDomest) | Number[9] | 377 | 270276 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Salaries and Wages - Mental Health Carer Workers (ExpSalCarerWrkr) | Number[9] | 386 | 451432 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Salaries and Wages - Mental Health Consumer Workers (ExpSalConsrWrkr) | Number[9] | 395 | 451428 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Salaries and Wages - Other Personal Care Staff (ExpSalPCare) | Number[9] | 404 | 270273 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Full-Time Equivalent Staff - Consultant Psychiatrists and Psychiatrists (FteCnsltPsych) | Number[7] | 413 | — | Total number of full-time equivalent units. NNNN.NN (Based on MeteorID: 287509) |
| Full-Time Equivalent Staff - Psychiatry Registrars and Trainees (FtePsyReg) | Number[7] | 420 | — | Total number of full-time equivalent units. NNNN.NN (Based on MeteorID: 287529) |
| Full-Time Equivalent Staff - Other Medical Officers (FteMedOther) | Number[7] | 427 | — | Total number of full-time equivalent units. NNNN.NN (Based on MeteorID: 287531) |
| Full-Time Equivalent Staff - Registered Nurses (FteNursesReg) | Number[7] | 434 | — | Total number of full-time equivalent units. NNNN.NN (Based on MeteorID: 270500) |
| Full-Time Equivalent Staff - Enrolled Nurses (FteNursesEnrl) | Number[7] | 441 | — | Total number of full-time equivalent units. NNNN.NN (Based on MeteorID: 270497) |
| Full-Time Equivalent Staff - Occupational Therapists (FteOT) | Number[7] | 448 | — | Total number of full-time equivalent units. NNNN.NN (Based on MeteorID: 287603) |
| Full-Time Equivalent Staff - Social Workers (FteSocialWk) | Number[7] | 455 | — | Total number of full-time equivalent units. NNNN.NN (Based on MeteorID: 287607) |
| Full-Time Equivalent Staff - Psychologists (FtePsychol) | Number[7] | 462 | — | Total number of full-time equivalent units. NNNN.NN (Based on MeteorID: 287609) |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Full-Time Equivalent Staff - Other Diagnostic and Health Professionals (FteDHPOther) | Number[7] | 469 | — | Total number of full-time equivalent units. NNNN.NN (Based on MeteorID: 287611) |
| Full-Time Equivalent Staff - Administrative and Clerical Staff (FteAdmin) | Number[7] | 476 | — | Total number of full-time equivalent units. NNNN.NN (Based on MeteorID: 270496) |
| Full-Time Equivalent Staff - Domestic and Other Staff (FteDomest) | Number[7] | 483 | — | Total number of full-time equivalent units. NNNN.NN (Based on MeteorID: 270498) |
| Full-Time Equivalent Staff - Mental Health Carer Workers (FteCarerWrkr) | Number[7] | 490 | 450762 | Total number of full-time equivalent units. NNNN.NN |
| Full-Time Equivalent Staff - Mental Health Consumer Workers (FteConsrWrkr) | Number[7] | 497 | 450821 | Total number of full-time equivalent units. NNNN.NN |
| Full-Time Equivalent Staff - Other Personal Care Staff (FtePCare) | Number[7] | 504 | — | Total number of full-time equivalent units. NNNN.NN (Based on MeteorID: 270171) |
| Expenditure Not Elsewhere Reported - Academic Positions (ExpNerAcademic) | Number[9] | 511 | 290151 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Education and Training (ExpNerTraining) | Number[9] | 520 | 290149 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Insurance (ExpNerInsur) | Number[9] | 529 | 290164 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Mental Health Act Regulation or related legislation (ExpNerMHAct) | Number[9] | 538 | 376828 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Mental Health Promotion (ExpNerPromo) | Number[9] | 547 | 290156 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Mental Health Research (ExpNerResearch) | Number[9] | 556 | 290153 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Patient Transport Services (ExpNerTransp) | Number[9] | 565 | 290183 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Expenditure Not Elsewhere Reported - Program Administration (ExpNerProgAdmin) | Number[9] | 574 | 290145 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Property Leasing Costs (ExpNerPropLease) | Number[9] | 583 | 290185 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Service Development (ExpNerServDev) | Number[9] | 592 | 373040 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Superannuation (ExpNerSuper) | Number[9] | 601 | 290158 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Support Services (ExpNerSuppServ) | Number[9] | 610 | 290147 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Workers Compensation (ExpNerWorkComp) | Number[9] | 619 | 290160 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Expenditure Not Elsewhere Reported - Other Indirect Expenditure (ExpNerOther) | Number[9] | 628 | 290187 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |
| Carer Participation Arrangements Indicator - Carer Experience Surveys (CarerSurvey) | Char[1] | 637 | 529231 | 1: Yes <br> 2: No <br> 9: Not stated/ inadequately described |
| Carer Participation Arrangements Indicator - Formal Complaints Mechanism (CarerCompl) | Char[1] | 638 | 564666 | 1: Yes <br> 2: No <br> 9: Not stated/ inadequately described |
| Carer Participation Arrangements Indicator - Formal Participation Policy (CarerPolicy) | Char[1] | 639 | 529235 | 1: Yes <br> 2: No <br> 9: Not stated/ inadequately described |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values | | |
|---|---|---|---|---|---|---|
| Carer Participation Arrangements Indicator - Regular Discussion Groups (CarerDiscGrp) | Char[1] | 640 | 529237 | 1: | Yes | |
| | | | | 2: | No | |
| | | | | 9: | Not stated/ inadequately described | |
| Carer Representation Arrangements Indicator (CarerRep) | Char[1] | 641 | 529383 | 1: | Yes | |
| | | | | 2: | No | |
| | | | | 9: | Not stated/ inadequately described | |
| Consumer Participation Arrangements Indicator - Consumer Experience Surveys (ConsrSurvey) | Char[1] | 642 | 529170 | 1: | Yes | |
| | | | | 2: | No | |
| | | | | 9: | Not stated/ inadequately described | |
| Consumer Participation Arrangements Indicator - Formal Complaints Mechanism (ConsrCompl) | Char[1] | 643 | 564674 | 1: | Yes | |
| | | | | 2: | No | |
| | | | | 9: | Not stated/ inadequately described | |
| Consumer Participation Arrangements Indicator - Formal Participation Policy (ConsrPolicy) | Char[1] | 644 | 529185 | 1: | Yes | |
| | | | | 2: | No | |
| | | | | 9: | Not stated/ inadequately described | |
| Consumer Participation Arrangements - Regular Discussion Groups (ConsrDiscGrp) | Char[1] | 645 | 529224 | 1: | Yes | |
| | | | | 2: | No | |
| | | | | 9: | Not stated/ inadequately described | |
| Consumer Representation Arrangements Indicator (ConsrRep) | Char[1] | 646 | 529103 | 1: | Yes | |
| | | | | 2: | No | |
| | | | | 9: | Not stated/ inadequately described | |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values | |
|---|---|---|---|---|---|
| Consumer Committee Representation Arrangements (CmteeRep) | Char[1] | 647 | 288855 | 1: | Formal position(s) for consumers exist on the organisation's management committee for the appointment of person(s) to represent the interests of consumers. |
| | | | | 2: | Specific consumer advisory committee(s) exists to advise on all relevant mental health services managed by the organisation. |
| | | | | 3: | Specific consumer advisory committee(s) exists to advise on some but not all relevant mental health services managed by the organisation. |
| | | | | 4: | Consumers participate on a broadly based advisory committee which include a mixture of organisations and groups representing a wide range of interests. |
| | | | | 5: | Consumers are not represented on any advisory committee but are encouraged to meet with senior representatives of the organisation as required. |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values | |
|---|---|---|---|---|---|
| | | | | 6: | No specific arrangements exist for consumer participation in planning and evaluation of services. |

Record length = 647

**Notes**

[6]   (Meteor includes code 9, but that is not applicable to the MHE NMDS)

## 1.6.7. Organisation: FTE Staff by Service Setting data record

*Table 1.10 Data record layout - Organisation Deatils: FTE Staff by Service Setting data record*

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values | |
|---|---|---|---|---|---|
| Record Type (RecType) | Char[8] | 1 | — | Value = *FTEORG* | |
| State/Territory Identifier (State) [7] | Char[1] | 9 | 269941 | 1: | New South Wales |
| | | | | 2: | Victoria |
| | | | | 3: | Queensland |
| | | | | 4: | South Australia |
| | | | | 5: | Western Australia |
| | | | | 6: | Tasmania |
| | | | | 7: | Northern Territory |
| | | | | 8: | Australian Capital Territory |
| Region Identifier (RegId) | Char[2] | 10 | 269940 | AA: Region (values as specified by individual jurisdiction). Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. | |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Organisation Identifier (OrgId) | Char[4] | 12 | 404186 | Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |
| Service Setting (Setting) | Char[1] | 16 | 493347 | 1: Admitted patient care setting<br>2: Residential care setting<br>3: Ambulatory care setting<br>4: Organisational overhead setting |
| Target Population (TargetPop) [8] | Char[1] | 17 | 682403 | 1: Child and adolescent<br>2: Older person<br>3: Forensic<br>4: General<br>5: Youth<br>7: Not applicable |
| Full-Time Equivalent Staff - Salaried Medical Officers (FteMed) | Number[7] | 18 | — | Total number of full-time equivalent units. NNNN.NN (Based on MeteorID: 270494) |
| Full-Time Equivalent Staff - Nurses (FteNurses) | Number[7] | 25 | 426703 | Total number of full-time equivalent units. NNNN.NN |
| Full-Time Equivalent Staff - Diagnostic and Health Professionals (FteDHP) | Number[7] | 32 | — | Total number of full-time equivalent units. NNNN.NN (Based on MeteorID: 270495) |
| Full-Time Equivalent Staff - Administrative and Clerical Staff (FteAdmin) | Number[7] | 39 | — | Total number of full-time equivalent units. NNNN.NN (Based on MeteorID: 270496) |
| Full-Time Equivalent Staff - Domestic and Other Staff (FteDomest) | Number[7] | 46 | — | Total number of full-time equivalent units. NNNN.NN (Based on MeteorID: 270498) |
| Full-Time Equivalent Staff - Mental Health Consumer and Carer Workers (FteCCWrkr) | Number[7] | 53 | 494044 | Total number of full-time equivalent units. NNNN.NN |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Full-Time Equivalent Staff - Other Personal Care Staff (FtePCare) | Number[7] | 60 | — | Total number of full-time equivalent units. NNNN.NN (Based on MeteorID: 270171) |

Record length = 66

**Notes**

[7]   (Meteor includes code 9, but that is not applicable to the MHE NMDS)

[8]   METeOR includes code 9, but that is not applicable to the MHE NMDS

### 1.6.8. Hospital data record

*Table 1.11 Data record layout - Hospital details*

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Record Type (RecType) | Char[8] | 1 | — | Value = *HOSP* |
| State/Territory Identifier (State) [9] | Char[1] | 9 | 269941 | 1: New South Wales<br>2: Victoria<br>3: Queensland<br>4: South Australia<br>5: Western Australia<br>6: Tasmania<br>7: Northern Territory<br>8: Australian Capital Territory |
| Region Identifier (RegId) | Char[2] | 10 | 269940 | AA: Region (values as specified by individual jurisdiction). Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Organisation Identifier (OrgId) | Char[4] | 12 | 404186 | Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |
| Hospital Identifier (HospId) | Char[5] | 16 | 404239 | AAAAA: Hospital identifier (equals Establishment number as reported for NMDS for Admitted Patient Care) |
| Sector (Sector) | Char[1] | 21 | 269977 | 1: Public<br>2: Private |
| Non-government Non-profit Indicator (NonProfitNgo) | Char[1] | 22 | 378745 | 1: Yes<br>2: No<br>9: Not stated/ inadequately described |
| Hospital Name (HospName) | Char[100] | 23 | 407430 | Common name used to identify the hospital. |
| Geographical Location of Establishment (EstArea) | Char[9] | 123 | 659774 | Statistical Area Level 2 (SA2) code (ASGS 2016). NNNNNNNNN |
| Co-Location Status (CoLocStatus) | Char[1] | 132 | 286995 | 1: Co-located<br>2: Not co-located |

Record length = 132

**Notes**

[9]     (Meteor includes code 9, but that is not applicable to the MHE NMDS)

## 1.6.9. Service Unit Cluster data record

*Table 1.12 Data record layout - Service Unit Cluster details*

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Record Type (RecType) | Char[8] | 1 | — | Value = *CLUS* |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| State/Territory Identifier (State) [10] | Char[1] | 9 | 269941 | 1: New South Wales<br>2: Victoria<br>3: Queensland<br>4: South Australia<br>5: Western Australia<br>6: Tasmania<br>7: Northern Territory<br>8: Australian Capital Territory |
| Region Identifier (RegId) | Char[2] | 10 | 269940 | AA: Region (values as specified by individual jurisdiction). Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |
| Organisation Identifier (OrgId) | Char[4] | 12 | 404186 | Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |
| Service Unit Cluster Identifier (ClusId) | Char[5] | 16 | 404858 | AAAAA: An identifier to indicate that a service unit is one of a cluster of service units, defined through administrative or clinical governance arrangements. If no cluster applies, set to 00000. As this field enables linking with the NMDSs for Community Mental Health Care and Residential Mental Health Care, the identifiers used in this collection should be the same. |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Service Unit Cluster Name (ClusName) | Char[100] | 21 | 409209 | If no cluster applies, enter organisation name as appears in previous line. |

Record length = 120

**Notes**

[10]   (Meteor includes code 9, but that is not applicable to the MHE NMDS)

### 1.6.10. Admitted Patient Service Unit data record

*Table 1.13 Data record layout — Admitted Patient Service Unit details*

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Record Type (RecType) | Char[8] | 1 | — | Value = *ADMI* |
| State/Territory Identifier (State) [11] | Char[1] | 9 | 269941 | 1: New South Wales<br>2: Victoria<br>3: Queensland<br>4: South Australia<br>5: Western Australia<br>6: Tasmania<br>7: Northern Territory<br>8: Australian Capital Territory |
| Region Identifier (RegId) | Char[2] | 10 | 269940 | AA: Region (values as specified by individual jurisdiction). Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Organisation Identifier (OrgId) | Char[4] | 12 | 404186 | Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |
| Hospital Identifier (HospId) | Char[5] | 16 | 404239 | AAAAA: Hospital identifier (equals Establishment number as reported for NMDS for Admitted Patient Care) |
| Admitted Patient Service Unit Identifier (AdmiId) | Char[6] | 21 | 404390 | AAAAAA: Service unit identifier. Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |
| Local Hospital Network Identifier (LHNID) | Number[3] | 27 | 680985 | NNN: A unique identifier for Local Hospital Networks (LHN) established by jurisdictions. Note, this does not form part of the identifier string. It is a separate item being collected to identify hospital reporting by LHN as a result of funding model changes. |
| Target Population (TargetPop) [12] | Char[1] | 30 | 682403 | 1: Child and adolescent <br> 2: Older person <br> 3: Forensic <br> 4: General <br> 5: Youth <br> 7: Not applicable |
| Program Type (ProgType) | Char[1] | 31 | 288889 | 1: Acute care <br> 2: Other |
| Admitted Patient Service Unit Name (AdmiName) | Char[100] | 32 | 407462 | Common name used to identify the service unit. |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values | |
|---|---|---|---|---|---|
| National Standards for Mental Health Services Review Status (StdsReviewSt) | Char[1] | 132 | 573549 | 1: | The service unit had been reviewed by an external accreditation agency and was judged to have met the National standards. |
| | | | | 2: | The service unit had been reviewed by an external accreditation agency and was judged to have met some but not all of the National standards. |
| | | | | 3: | The service unit was in the process of being reviewed by an external accreditation agency but the outcomes were not known. |
| | | | | 4: | The service unit was booked for review by an external accreditation agency and was engaged in self-assessment preparation prior to the formal external review. |
| | | | | 5: | The service unit was engaged in self-assessment in relation to the National standards but did not have a contractual arrangement with an external accreditation agency for review. |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| | | | | 6: The service unit had not commenced the preparations for review by an external accreditation agency but this was intended to be undertaken in the future. |
| | | | | 7: It had not been resolved whether the service unit would undertake review by an external accreditation agency under the National standards. |
| | | | | 8: The National standards are not applicable to this service unit. |
| Depreciation (Deprec) | Number[9] | 133 | 270279 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Non-Salary Recurrent Expenditure - Total (ExpNonSalTot) | Number[9] | 142 | 287979 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] Total is calculated from expenditure including:<br><br>• Administrative expenses<br>• Domestic services<br>• Drug supplies<br>• Food supplies<br>• Interest payments<br>• Medical and surgical supplies<br>• Patient transport costs<br>• Payments to visiting medical officers<br>• Repairs and maintenance<br>• Superannuation employer contributions<br>• Other recurrent expenditure |
| Salaries and Wages - Total (ExpSalTot) | Number[9] | 151 | 296577 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] Total is calculated from salaries and wages expenditure for all the staffing categories. |
| Average Available Beds for Overnight-stay Patients (AdmiNBeds) | Number[10] | 160 | 616014 | Available bed—overnight-stay admitted care, average number of beds N[N(7).N] |
| Accrued Mental Health Care Days (MHCareDays) | Number[8] | 170 | 286770 | Total number of days. N[N(7)] |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Number of Separations (NSeps) | Number[6] | 178 | 270407 | Total number of separations. N[NNNNN] |
| Average available beds for overnight-stay mental health hospital-in-the-home patients (HitHNBeds) | Number[6] | 184 | 646853 | Available bed—overnight-stay mental health hospital-in-the-home care, average number of beds N[NNN.N] |

Record length = 189

**Notes**

[11]   (Meteor includes code 9, but that is not applicable to the MHE NMDS)

[12]   METeOR includes code 9, but that is not applicable to the MHE NMDS

## 1.6.11. Ambulatory Patient Service Unit data record

*Table 1.14 Data record layout — Ambulatory Patient Service Unit details*

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Record Type (RecType) | Char[8] | 1 | — | Value = *AMBU* |
| State/Territory Identifier (State) [13] | Char[1] | 9 | 269941 | 1: New South Wales<br>2: Victoria<br>3: Queensland<br>4: South Australia<br>5: Western Australia<br>6: Tasmania<br>7: Northern Territory<br>8: Australian Capital Territory |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Region Identifier (RegId) | Char[2] | 10 | 269940 | AA: Region (values as specified by individual jurisdiction). Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |
| Organisation Identifier (OrgId) | Char[4] | 12 | 404186 | Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |
| Service Unit Cluster Identifier (ClusId) | Char[5] | 16 | 404858 | AAAAA: An identifier to indicate that a service unit is one of a cluster of service units, defined through administrative or clinical governance arrangements. If no cluster applies, set to 00000. As this field enables linking with the NMDSs for Community Mental Health Care and Residential Mental Health Care, the identifiers used in this collection should be the same. |
| Ambulatory Service Unit Identifier (AmbuId) | Char[6] | 21 | 708804 | AAAAAA: Service unit identifier. Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |
| Local Hospital Network Identifier (LHNID) | Number[3] | 27 | 680985 | NNN: A unique identifier for Local Hospital Networks (LHN) established by jurisdictions. Note, this does not form part of the identifier string. It is a separate item being collected to identify hospital reporting by LHN as a result of funding model changes. |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values | |
|---|---|---|---|---|---|
| Target Population (TargetPop) [14] | Char[1] | 30 | 682403 | 1: | Child and adolescent |
| | | | | 2: | Older person |
| | | | | 3: | Forensic |
| | | | | 4: | General |
| | | | | 5: | Youth |
| | | | | 7: | Not applicable |
| Sector (Sector) | Char[1] | 31 | 269977 | 1: | Public |
| | | | | 2: | Private |
| Non-government Non-profit Indicator (NonProfitNgo) | Char[1] | 32 | 378745 | 1: | Yes |
| | | | | 2: | No |
| | | | | 9: | Not stated/ inadequately described |
| Ambulatory Service Unit Name (AmbuName) | Char[100] | 33 | 708798 | Common name used to identify the service unit. | |
| Geographical Location of Establishment (EstArea) | Char[9] | 133 | 659774 | Statistical Area Level 2 (SA2) code (ASGS 2016). NNNNNNNNN | |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values | |
|---|---|---|---|---|---|
| National Standards for Mental Health Services Review Status (StdsReviewSt) | Char[1] | 142 | 573549 | 1: | The service unit had been reviewed by an external accreditation agency and was judged to have met the National standards. |
| | | | | 2: | The service unit had been reviewed by an external accreditation agency and was judged to have met some but not all of the National standards. |
| | | | | 3: | The service unit was in the process of being reviewed by an external accreditation agency but the outcomes were not known. |
| | | | | 4: | The service unit was booked for review by an external accreditation agency and was engaged in self-assessment preparation prior to the formal external review. |
| | | | | 5: | The service unit was engaged in self-assessment in relation to the National standards but did not have a contractual arrangement with an external accreditation agency for review. |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| | | | | 6: The service unit had not commenced the preparations for review by an external accreditation agency but this was intended to be undertaken in the future. |
| | | | | 7: It had not been resolved whether the service unit would undertake review by an external accreditation agency under the National standards. |
| | | | | 8: The National standards are not applicable to this service unit. |
| Depreciation (Deprec) | Number[9] | 143 | 270279 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Non-Salary Recurrent Expenditure - Total (ExpNonSalTot) | Number[9] | 152 | 287979 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] Total is calculated from expenditure including:<br><br>• Administrative expenses<br>• Domestic services<br>• Drug supplies<br>• Food supplies<br>• Interest payments<br>• Medical and surgical supplies<br>• Patient transport costs<br>• Payments to visiting medical officers<br>• Repairs and maintenance<br>• Superannuation employer contributions<br>• Other recurrent expenditure |
| Salaries and Wages - Total (ExpSalTot) | Number[9] | 161 | 296577 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] Total is calculated from salaries and wages expenditure for all the staffing categories. |
| Number of Clients Receiving Services (NClients) | Number[6] | 170 | 494391 | NNNNNN |
| Number of Service Contacts (NCont) | Number[6] | 176 | 494401 | NNNNNN |

Record length = 181

**Notes**

[13]   (Meteor includes code 9, but that is not applicable to the MHE NMDS)

[14]   METeOR includes code 9, but that is not applicable to the MHE NMDS

### 1.6.12. Residential Patient Service Unit data record

*Table 1.15 Data record layout — Residential Patient Service Unit details*

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Record Type (RecType) | Char[8] | 1 | — | Value = *RESI* |
| State/Territory Identifier (State) [15] | Char[1] | 9 | 269941 | 1: New South Wales<br>2: Victoria<br>3: Queensland<br>4: South Australia<br>5: Western Australia<br>6: Tasmania<br>7: Northern Territory<br>8: Australian Capital Territory |
| Region Identifier (RegId) | Char[2] | 10 | 269940 | AA: Region (values as specified by individual jurisdiction). Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |
| Organisation Identifier (OrgId) | Char[4] | 12 | 404186 | Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Service Unit Cluster Identifier (ClusId) | Char[5] | 16 | 404858 | AAAAA: An identifier to indicate that a service unit is one of a cluster of service units, defined through administrative or clinical governance arrangements. If no cluster applies, set to 00000. As this field enables linking with the NMDSs for Community Mental Health Care and Residential Mental Health Care, the identifiers used in this collection should be the same. |
| Residential Service Unit Identifier (ResiId) | Char[6] | 21 | 404837 | AAAAAA: Service unit identifier. Identifiers used in this collection should map to the identifiers used in data for the NMDSs for Community Mental Health Care and Residential Mental Health Care. |
| Local Hospital Network Identifier (LHNID) | Number[3] | 27 | 680985 | NNN: A unique identifier for Local Hospital Networks (LHN) established by jurisdictions. Note, this does not form part of the identifier string. It is a separate item being collected to identify hospital reporting by LHN as a result of funding model changes. |
| Target Population (TargetPop) [16] | Char[1] | 30 | 682403 | 1: Child and adolescent<br>2: Older person<br>3: Forensic<br>4: General<br>5: Youth<br>7: Not applicable |
| Hours Staffed (HrsStaffed) [17] | Number[2] | 31 | 288877 | |
| Sector (Sector) | Char[1] | 33 | 269977 | 1: Public<br>2: Private |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Non-government Non-profit Indicator (NonProfitNgo) | Char[1] | 34 | 378745 | **1:** Yes<br>**2:** No<br>**9:** Not stated/ inadequately described |
| Residential Service Unit Name (ResiName) | Char[100] | 35 | 407496 | Common name used to identify the service unit. |
| Geographical Location of Establishment (EstArea) | Char[9] | 135 | 659774 | Statistical Area Level 2 (SA2) code (ASGS 2016). NNNNNNNNN |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values | |
|---|---|---|---|---|---|
| National Standards for Mental Health Services Review Status (StdsReviewSt) | Char[1] | 144 | 573549 | 1: | The service unit had been reviewed by an external accreditation agency and was judged to have met the National standards. |
| | | | | 2: | The service unit had been reviewed by an external accreditation agency and was judged to have met some but not all of the National standards. |
| | | | | 3: | The service unit was in the process of being reviewed by an external accreditation agency but the outcomes were not known. |
| | | | | 4: | The service unit was booked for review by an external accreditation agency and was engaged in self-assessment preparation prior to the formal external review. |
| | | | | 5: | The service unit was engaged in self-assessment in relation to the National standards but did not have a contractual arrangement with an external accreditation agency for review. |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| | | | | 6: The service unit had not commenced the preparations for review by an external accreditation agency but this was intended to be undertaken in the future. |
| | | | | 7: It had not been resolved whether the service unit would undertake review by an external accreditation agency under the National standards. |
| | | | | 8: The National standards are not applicable to this service unit. |
| Depreciation (Deprec) | Number[9] | 145 | 270279 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Non-Salary Recurrent Expenditure - Total (ExpNonSalTot) | Number[9] | 154 | 287979 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] Total is calculated from expenditure including:<br><br>• Administrative expenses<br>• Domestic services<br>• Drug supplies<br>• Food supplies<br>• Interest payments<br>• Medical and surgical supplies<br>• Patient transport costs<br>• Payments to visiting medical officers<br>• Repairs and maintenance<br>• Superannuation employer contributions<br>• Other recurrent expenditure |
| Salaries and Wages - Total (ExpSalTot) | Number[9] | 163 | 296577 | Australian dollars. Rounded to the nearest whole dollar. N[N(8)] Total is calculated from salaries and wages expenditure for all the staffing categories. |
| Average Available Beds for Residential Mental Health Patients (ResiNBeds) | Number[6] | 172 | 373650 | Average available beds, rounded to the first decimal point. NNNN.N |
| Accrued Mental Health Care Days (MHCareDays) | Number[8] | 178 | 286770 | Total number of days. N[N(7)] |

| Data Element (Field Name) | Type [Length] | Start | METeOR Identifier | Notes / Values |
|---|---|---|---|---|
| Number of Episodes of Residential Care (NEpi) | Number[4] | 186 | 534013 | The total number of episodes of residential care. NNNN |

Record length = 189

**Notes**

[15]    (Meteor includes code 9, but that is not applicable to the MHE NMDS)

[16]    METeOR includes code 9, but that is not applicable to the MHE NMDS

[17]    The average number of hours staffed per 24-hour period. NN

| | | | | |
|---|---|---|---|---|
| Number of Episodes of Residential Care (NEpi) | Number[4] | 186 | 534013 | The total number of episodes of residential care. NNNN |

## 2. Submission and delivery of MHE NMDS data files

Submission, delivery and validation of the 2019-20 MHE data (version 2.40) will occur through the MDS Validator. AIHW and the Department of Health will obtain jurisdictional DAT files directly from the Validator using the download functionality available to reviewers.

### 2.1. Timelines

All jurisdictions must submit a stage 1 compliant file using the online Validator by **29 April 2021**. The AIHW and Department of Health are aiming to have Stage 2 validation completed by **30 September 2021** in accordance with the schedule in Table 2.1. This permits the updating of the MHE data on the *Mental health services in Australia* website in by early 2019.

*Table 2.1 MHE NMDS 2019-20 data validation*

| Progress point description | Responsibility | Completion Time | Completion date |
|---|---|---|---|
| Stage 1 submission | Jurisdictions | | 29 April 2021 |
| Submitter comment on all issues within the issue list | Jurisdictions | 4 weeks | 27 May 2021 |
| Reviewer reply to all issues within the issue list | AIHW | 6 weeks | 8 July 2021 |
| Resolution of any remaining issues | AIHW/Jurisdiction discussion as required | 6 weeks | 19 August 2021 |
| Supplementary report | AIHW | | 19 August 2021 |
| Jurisdictional response to supplementary report | Jurisdictions | 2 weeks | 2 September 2021 |
| Resolution of outstanding issues raised by the supplementary report | AIHW/Jurisdiction discussion as required | 4 weeks | 30 September 2021 |

### 2.2. File type and naming convention

DAT files should be a single Fixed Format data file, with each record in the file being terminated with Carriage Return (CR) and Line Feed (LF) characters.

The data file will have the naming convention of *MHESSSYYYYNNNNN.DAT* where:

- MHE denotes 'Mental Health Establishments'
- SSS is the abbreviation for the State name, using the following convention:
  - New South Wales = NSW
  - Victoria = VIC
  - Queensland = QLD
  - Western Australia = WAU

- South Australia = SAU
  - Tasmania = TAS
  - Australian Capital Territory = ACT
  - Northern Territory = NTE
- YYYY indicates the reporting year covered in the file, using the convention where financial years are abbreviated by referring to the last calendar year of the pair (for example, 2019-20 is identified as 2020)
- NNNNN represents an incremental batch number (leading zeros present).

Adherence to this approach requires that any resubmitted files should have a batch number greater than the file they replace. For example, the first MHE data file submitted by the Australian Capital Territory covering the 2019-20 year would be named 'MHEACT202000001.DAT'.

## 2.3. Department of Health supplementary non-government organisation information

To assist in validating the 2019-20 MHE NMDS data, states and territories are requested by the Department of Health to provide a supplementary file relating to NGO grants that provides details of organisations funded. As in previous years, this file is to be used as the basis for ensuring consistency between jurisdictions, and across years, in the reporting of NGO data.

The supplementary file should provide details on NGO grants administered in 2019-20 through both health and non-health portfolios. Data should be prepared in an Excel workbook, following the basic tabular structure below (Table 2.2).

*Table 2.2 Supplementary NGO excel file*

| NGO name | Level at which funds are allocated to NGO (Health central, Region, Non health portfolio) | Region ID (if applicable |
|---|---|---|
|  |  |  |
|  |  |  |

The supplementary NGO Excel workbook should be sent via email to the Department of Health and the AIHW, when DAT files are submitted to the Validator. Please use the following email address: mentalhealth@aihw.gov.au

## 2.4. Additional information and queries

AIHW and Strategic Data staff are available to answer any queries regarding changes to the Validator's MHE module and validation rules. In order to obtain a coordinated response, requests should be sent to the following parties simultaneously:

**AIHW**

Email: mentalhealth@aihw.gov.au

**Strategic Data**

Email: support@validator.com.au