NGO Mapping Document

Organisation Name

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Organisation ID: Insert here	Date Insert here

Document Control

Document History and sign off

Date	Version	Changes	MoH Sign Off	NGO Sign Off
21/4/2010	1.0	Initial Draft		

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Table of Contents

A.   Relevant Documents

The mapping document contains details and codes for a number of the different PRIMHD record types, in particular those where you may have your own local way of recording or coding data that needs to be mapped to the national codes.

Full details of all the PRIMHD codes are in the *PRIMHD Code Set* document which is available here, along with the other PRIMHD Standard documents:

- PRIMHD Standards – Code Set, Data Set, Data Process Standard
  https://www.health.govt.nz/nz-health-statistics/national-collections-and-surveys/collections/primhd-mental-health-data/primhd-standards

A number of other documents are also available with useful details about PRIMHD and reporting. These include:

- NGO Guide to PRIMHD
  https://www.health.govt.nz/nz-health-statistics/national-collections-and-surveys/collections/primhd-mental-health-data/ngo-guide-primhd

- PRIMHD File Specification
  https://www.health.govt.nz/nz-health-statistics/national-collections-and-surveys/collections/primhd-mental-health-data/primhd-file-specification

- PRIMHD Online Training Manual and User Guide
  https://www.health.govt.nz/nz-health-statistics/national-collections-and-surveys/collections/primhd-mental-health-data/ngo-and-vendor-reference-information

- Guide to PRIMHD Activity Collection and Use
  https://www.health.govt.nz/publication/guide-primhd-activity-collection-and-use

- Alcohol and Drug Outcome Measure (ADOM)
  https://www.tepou.co.nz/outcomes-and-information/adom-tools/136

- Guide to PRIMHD Supplementary Consumer Records Collection and Use
  https://www.tepou.co.nz/resources/guide-to-primhd-supplementary-consumer-record-collection-and-use/706

- NGO Mapping Document Templates
  https://www.health.govt.nz/nz-health-statistics/national-collections-and-surveys/collections/primhd-mental-health-data/ngo-mapping-document

- NCAMP (National Collections Annual Maintenance Project)
  https://www.health.govt.nz/nz-health-statistics/national-collections-and-surveys/national-collections-annual-maintenance-project

Please contact the National Collections Data Management team for more information by emailing: primhduserinterface@health.govt.nz

Organisation Name

1.   Organisation Details

Table 1		
	Organisation Name	**Organisation ID**
Submitting Organisation		
Organisation		

2.   Facility Addresses

Table 2			
Team Name	**Team Code**	**Facility-ID**	**Physical Address**
Community Team	123456	F0B422-A	24 Steep Hill Road, Wellington

Sample in pink

3.   Team Details

Purchase Unit Code	NGO to provide & MoH to confirm	MoH to provide	See PRIMHD Code Set	See PRIMHD Code Set	See PRIMHD Code Set	See PRIMHD Code Set	NGO to provide & MoH to confirm			NGO to Provide	NGO to Provide
PU Code	Team Name	Team Code	Team Type	Team Setting	Service Type	Target Population	Facility ID	Team Open Date	Comments	Contract ID	Provider ID
MHA25D	Community Team	123456	02	C	NC	2	F0B4222-B	01/01/1988			

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Organisation Name

CLOSED TEAMS											
Team Name	Team Code	Team Type	Team Setting	Service Type	Target Population	Facility ID	Team Open Date	Team Close Date	Comments	Contract ID	Provider ID
Community Team	123456	02	C	NC	2	F0B422-B	01/01/1988			321321-00	123456

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4. Team Codes - Activity Codes - Contract IDs & Dates

Table 4									
Purchase Unit Code	**Team Name**	**Team Code**	**Team Type**	**Team Setting**	**DHB**	**Contract ID**	**Contract Start Date**	**Contract End Date**	**Valid Activity Type Codes ('T' codes)**
MHA25	Residential Team	123456	08	R	CAP				T28, T29, T37

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5.   Referral Codes

Table 5a – Referral From and Referral To			
Local Codes		**PRIMHD Codes**	
Code	**Description**	**Code**	**Description**
		AC	Access and Choice General Practice (For use by NGO Access and Choice GP teams only.)
		AD	Alcohol and drug
		AE	Accident and emergency
		CA	Child adolescent and family/whanau mental health services
		CM	Adult community mental health services
		CS	Community Support Service
		DH	Day hospital
		ES	Education sector
		GP	General practitioner
		JU	Justice - Youth and Justice
		KM	Kaupapa Maori Service
		KP	Pacific peoples
		NA	Needs assessment and co-ordination service
		NP	Hospital referral (non-psychiatric)
		NR	No further referral
		OL	Older persons community mental health services
		OP	Psychiatric outpatients Retired 30/06/2020
		OT	Other
		PD	Paediatrics
		PH	Public Health
		PI	Psychiatric inpatient
		PO	Police
		PP	Private practitioner
		RE	Mental health residential
		SE	Mental health community skills enhancement programme
		SR	Self or relative referral
		SW	Social Welfare
		UN	Unknown
		VS	Vocational Service
		CR	Correction
		CO	Court Liaison
		FO	Forensic Community

Table 5b – Referral End Codes			
Local Codes		**PRIMHD Codes**	
Code	**Description**	**Code**	**Description**
		DD	Died
		DG	Gone No Address or lost to follow up
		DM	Consumer did not attend following the referral
		DR	Ended routinely. Completion of treatment / programme / goals / assessment.
		DS	Self-discharge from hospital
		DT	Discharge of consumer to another healthcare facility (DHB, primary care, non MH – use DK for transfers to another ngo that provide MH services)
		DW	Discharge to other service within same facility
		ID	Involuntary Discharge
		PD	Provisional Discharge
		RI	Referral declined – Inability to provide services requested
		RO	Referral declined – Other services more appropriate
		DZ	Routine discharge – no direct contact required
		DY	Transfer to another MHA service within same organisation
		DK	Discharge of tangata whaiora/consumer to NGOs that provide MHA services

6. Activity Codes

Table 6a – Activity Type Codes			
Local Codes		**PRIMHD Codes**	
Code	**Description**	**Code**	**Description**
		T01	Mental health crisis attendances
		T02	Mental health intensive care inpatient or equivalent occupied bed nights
		T03	Mental health acute inpatient or equivalent occupied bed nights
		T04	Mental health sub-acute inpatient or equivalent occupied bed nights
		T05	Crisis respite care occupied bed nights
		T07	Group programme session attendances
		T08	Care/liaison coordination
		T10	Completed needs assessment
		T11	Maximum secure inpatient occupied bed nights
		T12	Medium secure inpatient occupied bed nights
		T13	Minimum secure inpatient occupied bed nights
		T14	Forensic step down occupied bed nights
		T15	Court liaison attendances
		T16	Substance abuse withdrawal management/detoxification occupied bed nights (medical)
		T17	Substance abuse detoxification attendances (social)
		T18	Methadone treatment specialist service attendances
		T19	Methadone treatment specialist service attendances (consumers of authorized GP's)
		T20	Substance abuse residential service occupied bed nights
		T21	Psychiatric disability rehabilitation occupied bed nights
		T22	Day treatment programme attendances
		T23	Day activity programme attendances
		T24	Work opportunity/Employment/Vocational
		T27	Residential facility with responsive night support occupied bed nights
		T28	Residential facility with awake night support occupied bed nights
		T29	Community residential occupied bed nights
		T30	Planned respite care occupied bed days
		T32	Contact with family/whanau, consumer not present
		T33	Seclusion
		T34	ECT
		T35	Did not attend
		T36	Contact with family/whanau, consumer present
		T37	On leave
		T38	Maori specific interventions only
		T39	Integrated Maori and clinical interventions
		T40	Pacific peoples cultural activity
		T41	Other cultural specific activity
		T42	Individual treatment attendances: family/whanau not present
		T43	Community Support contacts

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Table 6a – Activity Type Codes			
Local Codes		PRIMHD Codes	
Code	Description	Code	Description
		T44	Advocacy
		T45	Peer support
		T46	Triage and/or Screening
		T47	Support for family/whanau
		T48	Co-existing disorders residential service occupied bed nights
		T49	Support of Children of Parents with a Mental Illness & Addictions (COPMIA)
		T50	Support for Parents with Mental Illness & Addictions
		T51	Integrated Pacific and clinical interventions
		T52	Health Coaching Contact

Table 6b – Activity Setting Codes

Local Codes		PRIMHD Codes	
Code	**Description**	**Code**	**Description**
		AV	Audio Visual
		CM	Community
		CT	Court
		DM	Domiciliary
		DP	Day tangata whaiora/consumer setting
		ED	Emergency Department
		ES	Education Sector
		IP	Inpatient
		MC	Maori cultural setting
		NP	Non-psychiatric
		OM	Other Social Media/E-therapy
		OS	Onsite
		PC	Primary Care
		PH	Telephone
		PO	Police
		PR	Prison
		RE	Residential
		SM	SMS text messaging
		WR	Written correspondence
		YJ	Youth Justice Residential Facility

Table 6C – Family Whanau Involvement Indicator

Activity Type and Family Whanau Involvement Matrix (FWI)

ACTIVITY_CODE	FWI YES	FWI NO	Comment
T01	1	2	Could legitimately be either.
T02		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T03		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T04		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T05		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T07	1	2	Could legitimately be either.
T08		2	Should always be N
T10		2	Should always be N
T11		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T12		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T13		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T14		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T15	1	2	Could legitimately be either.
T16		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T17	1	2	Could legitimately be either.
T18	1	2	Could legitimately be either.

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T19	1	2	Could legitimately be either.
T20		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T21		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T22	1	2	Could legitimately be either.
T23	1	2	Could legitimately be either.
T24	1	2	Could legitimately be either.
T27		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T28		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T29		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T30		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T32	1		Should always be Y
T33		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T34		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T35	1	2	T35 with FWI = Y means the planned appointment was to have Family/whanau involvement.
T36	1		Should always be Y. (Plan to retire 30/06/2022. Will be replaced with new code T53 - Individual treatment attendance, which should be used with FWI = Y or N as applicable.)
T37		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T38	1	2	Could legitimately be either.
T39	1	2	Could legitimately be either.
T40	1	2	Could legitimately be either.
T41	1	2	Could legitimately be either.
T42		2	Should always be N. Retire 30/06/2022. Replace with new code T53 - Individual treatment attendance. Use with FWI = Y or N as applicable.
T43	1	2	Could legitimately be either.
T44	1	2	Could legitimately be either.
T45	1	2	Could legitimately be either.
T46	1	2	Could legitimately be either.
T47	1	2	Could legitimately be either.
T48		2	Bednight, leave, seclusion, ECT. FWI should always be N.
T49	1	2	Could legitimately be either.
T50	1	2	Could legitimately be either.
T51	1	2	Could legitimately be either.
T52	1	2	Could legitimately be either.

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7.   PRIMHD Team Allocation Process

NGOs and DHBs must email the following information to <u>primhduserinterface@health.govt.nz</u> to make requests for new PRIMHD teams, or to make changes to existing teams.

New Team Code Allocation:
You can provide the information needed in two ways –

1. By adding a row to the teams table (table 3) filling in the details of the new team then copy and paste to your email.

2. Provide the following details:

    - Team Name
    - Team Type
    - Team Service Type
    - Team Service Setting
    - Team Target population
    - Facility ID - if Known
    - Team Open Date
    - Contract ID (NGOs only)
    - Provider ID (NGOs only)

The Data Management team will allocate the following data elements and send the details by return email as soon as the allocation process is completed:

    Organisation ID (If unknown)
    Facility ID
    Team Code

Without these data elements allocated an organisation is unable to report to PRIMHD.

For Existing Team Changes:

Email us your Organisation Name and ID and Team Code and Name along with any changes you'd like to make and we'll make the changes in PRIMHD.

8.   PRIMHD Online User Access

To request a new user for PRIMHD Online, **please email the PRIMHD team (primhduserinterface@health.govt.nz) the following information:**
- **Organisation Name**
- **Organisation ID**
- **User Name(s) – first and surname**

Using the above information we can assign the user with login details for PRIMHD Online.

To remove a user from PRIMHD Online, **send us these same details and we'll revoke their access.**

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