**Performance Monitoring Reporting Tables**

**Mental Health and Addiction Service Specifications**

**First Published 16 April 2010 – updated September 2019.**

**Explanation**

It is expected that all Mental Health and Addiction Services report accurately into the PRIMHD data collection. The reporting clusters in this document are available for DHB funders to use/amend to meet their own service monitoring needs. However, as not all NGO providers are large enough to have systems in place to easily report to PRIMHD the pre PRIMHD table of reporting is retained in this document.

PRIMHD data is used to report on what services are being provided, who is providing the services, and what outcomes are being achieved for health consumers across New Zealand’s mental health sector. These reports enable better quality service planning and decision making by mental health and addiction service providers, at the local, regional and national levels.

See guides and tools:

http://www.health.govt.nz/publication/guide-primhd-activity-collection-and-use

http://www.health.govt.nz/nz-health-statistics/national-collections-and-surveys/collections/primhd-mental-health-data/primhd-reporting-end-user-guide

http://www.health.govt.nz/nz-health-statistics/national-collections-and-surveys/collections/primhd-mental-health-data/ngo-guide-primhd

**Changes Log**

**September 2019**

Added reporting cluster ‘A’ toEarly Intervention Alcohol and other Drug Service: Infant, child, adolescent and youth.

**May 2016**

Added new‘S’purchase unit codes with unit of measure ‘Service’.

The standard pre PRIMHD and after PRIMHD reporting templates have been removed from each of the nationwide service specifications because there is no national requirement for this information to be routinely reported to the Ministry via Sector Operations.

**June 2015**

As agreed with the 20 DHB General Managers, Planning and Funding, the standard performance monitoring reporting information in this document is no longer a mandatory minimum requirement of the nationwide service specifications. Funders may use/amend these tables, or use an alternative, as they need to monitor their providers’ performance.

**23 April 2013**

Updated Phone Service, purchase unit code MHC102 previously ‘MHC38F’ to be retired on 30/6/2015 in the purchase unit data dictionary.

Corrected Opioid Substitution Treatment MHD69 and MHD70 unit of measure. ‘Information Directorate’ replaced with ‘Sector Services’.

Clarified when the Service is satisfactorily reporting to PRIMHD, and agreement is reached with the DHB, only the following information in After PRIMHD reporting tables needs to be reported to Sector Services.

Workforce /Full Time Equivalent (FTE) is recorded by Purchase Unit Codes using the groupings: Senior Medical, Junior Medical, Nursing & Allied Health, Non Clinical, Cultural, Peer Support.

1. **Reporting: Reporting Cluster Summary Tables**

The mental health purchase unit codes with unit of measure ‘Service’ have been added.

**Adult Mental Health Services**

| **Service Title** | **Purchase Unit Code** | | **Unit of Measure** | | **Reporting Cluster** |
| --- | --- | --- | --- | --- | --- |
| Adult Acute Inpatient | MHA01 | | Available bed day | | B |
| Intensive Care | MHA02 | | Available bed day | | B |
| Adult Crisis Respite | MHA03  MHA03C  MHA03D  MHA03S | | Occupied Bed Day  FTE  Service | | H |
| Crisis Intervention Service | MHA04A  MHA04B  MHA04C  MHA04D  MHA04S | | FTE  Service | | A |
| Acute Home based Treatment | MHA05A  MHA05B  MHA05C  MHA05D  MHA05S | | FTE  Service | | A |
| Acute Package of Care | MHA06  MHA06C  MHA06D  MHA06S | | Client  FTE  Service | | A |
| Sub-Acute/Extended Care | MHA07 | | Available bed day | | B |
| General Hospital Liaison | MHA08A  MHA08B  MHA08C  MHA08S | | FTE  Service | | D |
| Community Clinical Mental Health Service (inclusive of Psychotherapy and Primary Care Liaison) | MHA09A  MHA09B  MHA09C  MHA09D  MHA09E  MHA09F  MHA09S | | FTE  Service | | A & E |
| Community Mental Health Service – Early Intervention for people with first time psychosis | MHA10A  MHA10B  MHA10C  MHA10D  MHA10E  MHA10S | | FTE  Service | | A & E |
| MHI10A  MHI10B  MHI10C  MHI10D  MHI10E  MHI10S | | FTE  Service | | A & E |
| Community Mental Health Service Mobile Intensive Treatment Service | MHA11A  MHA11B  MHA11C  MHA11D  MHA11E  MHA11S | | FTE  Service | | A & E |
| Service for Profoundly Hearing Impaired | MHA12A  MHA12B  MHA12C  MHA12D  MHA12E  MHA12S | | FTE  Service | | A & E |
| Dual Disability  (Mental Health with Intellectual Disability) | MHA13A  MHA13B  MHA13C  MHA13D  MHA13S | | FTE  Service | | A & E |
| Co-existing Disorders – Mental Health Addictions | MHAD14A  MHAD14B  MHAD14C  MHAD14D  MHAD14E  MHAD14F  MHAD14S | | FTE  Service | | A & E |
| Community Service- Co-existing Disorders with Mental Health and Addictions, with Accommodation | MHAD15  MHAD15C  MHAD15D  MHAD15S | | Occupied Bed Day FTE  Service | | C |
| Community Day Programme | MHA16A  MHA16B  MHA16C  MHA16D  MHA16E  MHA16F  MHA16S | | FTE  Service | | A & E |
| Planned Adult Respite | MHA17  MHA17C  MHA17D  MHA17E  MHA17S | | Occupied Bed Day  FTE  Service | | C & H |
| Community Mental Health Service – Needs Assessment and Service Co-ordination | MHA18A  MHA18B  MHA18C  MHA18E  MHA18S | | FTE  Service | | L |
| Package of Care | MHA19  MHA19C  MHA19D  MHA19E  MHA19S | | Client  FTE  Service | | A |
| Home Based Support Services  Community Support Work  Support for Independence | | MHA20C  MHA20D  MHA20E  MHA20F  MHA20S | FTE  Service | A | |
| Activity-Based Recovery Support Service/ Activities and Living Skills | | MHA21C  MHA21D  MHA21E  MHA21S | FTE  Service | I | |
| Vocational Support Service | | MHA22C  MHA22D  MHA22E  MHA22F  MHA22S | FTE  Service | I | |
| Housing Co-ordination Service | | MHA23C  MHA23S | FTE  Service | A | |
| Housing and Recovery Services Day time/Awake night support | | MHA24  MHA24C  MHA24D  MHA24S | Bed day  FTE  Service | C | |
| Housing and Recovery Services Day Time/Responsive Night Support | | MHA25  MHA25C  MHA25D  MHA25S | Bed day  FTE  Service | C | |
| Supportive Landlord Service | | MHA26 | Client | C | |

**Infant, Child, Adolescent & Youth**

| **Service Title** | **Purchase Unit Code** | **Unit of Measure** | | **Reporting Cluster** |
| --- | --- | --- | --- | --- |
| Infant, Child, Adolescent and Youth Inpatient Beds | MHI38 | Available bed day | | B |
| Infant, Child, Adolescent and Youth Acute Home based Treatment | MHI39A  MHI39B  MHI39C  MHI39D  MHI39S | FTE  Service | | A |
| Infant, Child, Adolescent and Youth Acute Care Packages | MHI40  MHI40A  MHI40B  MHI40C  MHI40D  MHI40S | Client  FTE  Service | | A |
| Infant, Child, Adolescent and Youth Crisis Intervention Service | MHI41A  MHI41B  MHI41C  MHI41S | FTE  Service | | A |
| Infant, Child, Adolescent and Youth Crisis Respite | MHI42  MHI42C  MHI42D  MHI42E  MHI42F  MHI42S | Bed day  FTE  Service | | H |
| Infant, Child, Adolescent and Youth Community Clinical Services | MHI44A  MHI44B  MHI44C  MHI44D  MHI44E  MHI44F  MHI44S | FTE  Service | | A |
| Child, Adolescent and Youth Day Services | MHI45A  MHI45B  MHI45C  MHI45D  MHI45E  MHI45F | FTE  Service | | A &E |
| Child, Adolescent and Youth Intensive Clinical Support Service | MHI46A  MHI46B  MHI46C  MHI46D | FTE  Service | | A |
| Child, Adolescent and Youth Community Support with accommodation component | MHI47  MHI47C  MHI47D  MHI47S | Bed Day  FTE  Service | | C |
| Child, Adolescent and Youth Alcohol and other Drug Community Services | MHDI48A  MHDI48B  MHDI48C  MHDI48D  MHDI48E  MHDI48S | FTE  Service | | A |
| Child, Adolescent and Youth Community Alcohol and Drug (with accommodation component) | MHDI49  MHDI49C  MHDI49D  MHDI49E  MHDI49S | Bed Day  FTE  Service | | K |
| Child, Adolescent and Youth Co-existing Disorders, Mental Health & Alcohol & Other Drugs | MHDI50A  MHDI50B  MHDI50C  MHDI50D  MHDI50E  MHDI50S | FTE  Service | | A |
| Needs Assessment & Service Co-ordination – Infant, Child, Adolescent and Youth | MHI51A  MHI51B  MHI51C  MHI51D  MHI51S | FTE  Service | | L |
| Infant, Child, Adolescent and Youth Planned Respite  *(Maybe used for both Mental Health and or Alcohol and other drugs Service Users.*  *May be used in conjunction with Carer Support )* | MHI52  MHI52C  MHI52D  MHI52E  MHDI52  MHDI52C  MHDI52D  MHDI52E  MHDI52S | Bed Day  FTE  Service | | H |
| Child, Adolescent and Youth Day Activity/, Education/vocational Programmes | MHI54C  MHI54D  MHI54E  MHI54S | | FTE  Service | A & I |
| Child, Adolescent and Youth Community Support/Home based Support  Support for Independence | MHI55D  MHI55E  MHI55F  MHI55S | | FTE  Service | A |
| Infant, Child, Adolescent and Youth Package of Care (Wrap Around) | MHI56  MHI56C  MHI56D  MHI56S | | Client  FTE  Service | A |
| Services for Children of Parents with a Mental Illness | MHI57C  MHI57D  MHI57E  MHI57F  MHI57S | | FTE  Service | A |

**Eating Disorders**

| **Service Title** | **Purchase Unit Code** | **Unit of Measure** | **Reporting Cluster** | |
| --- | --- | --- | --- | --- |
| Eating Disorders Service Inpatient | MHE27 | Available bed day | B | |
| Consultative Service within a Specialist Eating Disorder Service | MHE8A  MHE28B  MHE28C  MHE28S | FTE  Service | A | |
| Clinical Outpatient Services for Eating Disorders | MHE29A  MHE29B  MHE29C  MHE29D  MHE29E  MHE29S | FTE  Service | A | |
| Community Service for Eating Disorders | MHE30A  MHE30B  MHE30C  MHE30D  MHE30E  MHE30S | FTE  Service | A | |
| Eating Disorders DHB Liaison | MHE31A  MHE31B  MHE31C  MHE31S | FTE  Service | A | |
| Specialist Eating Disorders Service with Accommodation | MHE32  MHE32A  MHE32B  MHE32C  MHE32D  MHE32E  MHE32S | Bed Day  FTE  Service | | C |

**Consumer Led Services**

| **Service Title** | **Purchase Unit Code** | **Unit of Measure** | **Reporting Cluster** |
| --- | --- | --- | --- |
| Consumer Leadership, Consultancy & Liaison | MHC33C  MHC33D  MHC33E  MHC33F  MHC33S | FTE  Service | J |
| Consumer Advocacy | MHC34F  MHC34S | FTE  Service | J |
| Consumer Resource & Information Service | MHC35F  MHC35S | FTE  Service | J |
| Peer Support Service- Adults | MHC36F  MHC36S | FTE  Service | J |
| Peer Support Service- Child and Youth | MHCI37F  MHCI37S | FTE  Service | J |
| Phone Service | MHC102F  MHC102S | FTE  Service | J |

**Kaupapa Maori Services**

|  |  |  |  |
| --- | --- | --- | --- |
| **Service Title** | **Purchase Unit Code** | **Unit of Measure** | **Reporting Cluster** |
| Kaupapa Māori Package of Care | MHK58  MHK58C  MHK58D  MHK58E  MHK58S | Client  FTE  Service | A |
| Kaupapa Māori Community Based Clinical and Support Service | MHK59A  MHK59B  MHK59C  MHK59D  MHK59E  MHK59S | FTE  Service | A |
| Kaupapa Māori Whānau ora Worker Service | MHK60C  MHK60D  MHK60E  MHK60S | FTE  Service | A |
| Kaumātua Roles | MHK61E  MHK61S | FTE  Service | M |
| Kaupapa Māori Consultation, Liaison and Advisory Service | MHK62C  MHK62D  MHK62E  MHK62S | FTE  Service | A |

**Pacific**

|  |  |  |  |
| --- | --- | --- | --- |
| **Service Title** | **Purchase Unit Code** | **Unit of Measure** | **Reporting Cluster** |
| Pacific Community based Clinical and Support Service | MHP63A  MHP63B  MHP63C  MHP63D  MHP63E  MHP63F  MHP63S | FTE  Service | A |
| Pacific Senior Cultural Advisory Service (Matua) | MHP64E  MHP64S | FTE  Service | A |
| Pacific Cultural Navigator Service | MHP65E  MHP65S | FTE  Service | A |
| Pacific Family Advisory Service | MHP66F  MHP66S | FTE  Service | A |

**Family and Whanau Services**

|  |  |  |  |
| --- | --- | --- | --- |
| **Service Title** | **Purchase Unit Code** | **Unit of Measure** | **Reporting Cluster** |
| Family and Whānau Advisory Service | MHW67C  MHW67D  MHW67S | FTE  Service | A |
| Family and Whānau Support, Education, Information and Advocacy services  (or specifically for families of infants, children, adolescents and youth) | MHW68C  MHW68D  MHIW68C  MHIW68D  MHIW68S | FTE  Service | A |

**Addiction Services**

| **Service Title** | **Purchase Unit Code** | **Unit of Measure** | **Reporting Cluster** |
| --- | --- | --- | --- |
| Alcohol and other Drug Consultation and Liaison service | MHD71A  MHD71B  MHD71C  MHD71D  MHD71S | FTE  Service | A |
| Early Intervention Alcohol and other Drug Service: Adults | MHD72A  MHD72B  MHD72C  MHD72D  MHD72S | FTE  Service | A |
| Early Intervention Alcohol and other Drug Service: Infant, child, adolescent and youth | MHDI72A  MHDI72B  MHDI72C  MHDI72D  MHDI72S | FTE  Service | A |
| Alcohol and other Drug- Community Support | MHD73C  MHD73D  MHD73S | FTE  Service | A |
| Community Based Alcohol and other Drug Services | MHD74A  MHD74B  MHD74C  MHD74D  MHD74E  MHD74S | FTE  Service | A |
| Alcohol and other Drug Day Treatment Programme | MHD75A  MHD75B  MHD75C  MHD75D  MHD75S | FTE  Service | A |
| Intensive Alcohol and other Drug Service with Accommodation | MHD76  MHD76A  MHD76B  MHD76C  MHD76D  MHD76S | Bed day  FTE  Service | K |
| Managed Withdrawal- Inpatient Services | MHD77 | Bed day | B |
| Managed Withdrawal- home/community | MHD78  MHD78A  MHD78B  MHD78C  MHD78D  MHD78S | Bed day  FTE  Service | A |
| Alcohol and other Drug Acute Packages of Care | MHD79  MHD79C  MHD79D  MHD79E  MHD79S | Client  FTE  Service | A |
| Opioid Substitution Treatment (Shared Care with Primary Care) | MHD69  MHD69A  MHD69B  MHD69C  MHD69D  MHD69S | Client  FTE  Service | G |
| Opioid Substitution Treatment (Specialist) | MHD70  MHD70  MHD70  MHD70  MHD70  MHD70S | Client  FTE  Service | G |
| Alcohol and other Drug Community Support with Accommodation | MHD53C  MHD53D  MHD53E  MHD53F  MHD53S | FTE  Service | K |

**Forensic Mental Health Services**

| **Service Title** | **Purchase Unit Codes** | **Unit of Measure** | **Reporting Cluster** |
| --- | --- | --- | --- |
| Community Forensic Mental Health service | MHF80A  MHF80B  MHF80C  MHF80D  MHF80E  MHF80F  MHF80S | FTE  Service | A |
| Forensic Mental Health Extended Term Secure Service | MHF81 | Bed Day | B |
| Forensic Mental Health Medium Secure Service | MHF82 | Bed Day | B |
| Forensic Mental Health Minimum Secure Service | MHF83 | Bed Day | B |
| Forensic Mental Health Prison Mental Health Service | MHF84A  MHF84B  MHF84C  MHF84D  MHF84E  MHF84S | FTE  Service | A |
| Forensic Mental Health Court Liaison Service | MHF85A  MHF85B  MHF85C  MHF85D  MHF85E  MHF85S | FTE  Service | A |
| Forensic Mental Health Community Based Forensic Intensive Service for Recovery | MHF86  MHF86A  MHF86B  MHF86C  MHF86D  MHF86E  MHF86F  MHF86S | Bed Day  FTE  Service | C |

**Youth Forensic Mental Health Services**

| **Service Title** | **Purchase Unit Code** | **Unit of Measure** | **Reporting Cluster** |
| --- | --- | --- | --- |
| Youth Forensic Specialist Community Service | MHIY87A  MHIY87B  MHIY87C  MHIY87D  MHIY87E  MHIY87S | FTE  Service | A |
| Youth Forensic Inpatient Service | MHIY88 | Bed day | B |

**Perinatal (Maternal) Mental Health**

| **Service Title** | **Purchase Unit Code** | **Unit of Measure** | **Reporting Cluster** |
| --- | --- | --- | --- |
| Perinatal Mental Health Inpatient Service | MHM89 | Bed day | B |
| Perinatal Mental Health Specialist Community Service | MHM90A  MHM90B  MHM90C  MHM90D  MHM90E  MHM90S | FTE  Service | A |
| Specialist Perinatal Mental Health Community-based Service with Accommodation | MHM91  MHM91C  MHM91D  MHM91E  MHM91F  MHM91S | Bed day  FTE  Service | C |
| Perinatal: Infant Mental Health | MHIM92A  MHIM92B  MHIM92C  MHIM92D  MHIM92E  MHIM92S | FTE  Service | A |
| Perinatal Mental Health Respite Service | MHM93  MHM93C  MHM93D  MHM93E  MHM93F  MHM93S | Client  FTE  Service | H |

**Asian Migrant and Refugee**

| **Service Title** | **Purchase Unit Code** | **Unit of Measure** | **Reporting Cluster** |
| --- | --- | --- | --- |
| Asian, Migrant and Refugee Specialist Mental Health and Addiction Service | MHR94A  MHR94B  MHR94C  MHR94D  MHR94E  MHR94F  MHR94S | FTE  Service | A |
| Refugee Mental Health and Addiction Service | MHR95A  MHR95B  MHR95C  MHR95D  MHR95E  MHR95F  MHR95S | FTE  Service | A |
| Asian, Migrant and Refugee Mental Health and Addiction Cultural Community Support Work (CSW) Service | MHR96C  MHR96D  MHR96S | FTE  Service | A |
| Asian, Migrant and Refugee Mental Health and Addiction Cultural Support Coordination Service | MHR97C  MHR97D  MHR97E  MHR97S | FTE  Service | A |

**Mental Health of Older People**

| **Service Type** | **Purchase Unit Code** | **Unit of Measure** | **Reporting Cluster** |
| --- | --- | --- | --- |
| Mental Health of Older People Acute Inpatient Service | MHO98 | Bed day | B |
| Mental Health of Older People Specialist Community Service | MHO99A  MHO99B  MHO99C  MHO99D  MHO99E  MHO99F  MHO99S | FTE  Service | A |
| Mental Health of Older People Subacute/Extended Care Service | MHO100  MHO100C  MHO100D  MHO100E  MHO100S | Client  FTE  Service | C |
| Mental Health of Older People: Dementia Behavioural Support Advisory Service | MHO101C  MHO101S | FTE  Service | A |

**2. Cluster Reporting: Tier 3 service specifications**

The following reporting clusters are the 2010 data set after the NGO service provider was reporting satisfactorily to PRIMHD. Not all NGO providers are large enough to have systems in place to easily report to PRIMHD. These reporting clusters ‘prior to PRIMHD’ and ‘after PRIMHD’ are available for DHB funders to use/amend as they see fit.

Provider Monitoring Reporting information to be collected and the frequency of reporting are as specified and documented by the Funder in the Provider Specific Schedule of the contract.

The reporting is sent to:

Performance Reporting Team

Sector Operations

Ministry of Health

Private Bag 1942

Dunedin 9054

Email [performance\_reporting@moh.govt.nz](mailto:performance_reporting@moh.govt.nz).

## A: General Community Services

**Prior to PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | First face-to-face contact with individual/family |
| Monthly | Follow up face-to-face contact with individual/family |
| Monthly | Group sessions delivered |
| Monthly | Face-to-face contact group |
| Monthly | Consultation/liaison contact |
| Monthly | Consultation/liaison training sessions |
| Monthly | Number completed support needs assessments |
| Monthly | Number of people supported by services at end of period (by NZ Maori, Pacific Island, Other) |
| Monthly | Number of people supported by services during month (by NZ Maori, Pacific Island, Other) |
| Quarterly | Senior medical FTE |
| Quarterly | Junior medical FTE |
| Quarterly | Nursing and allied FTE |
| Quarterly | Non clinical FTE |
| Quarterly | Cultural FTE |
| Quarterly | Peer support FTE |
| Quarterly | Staff turnover ratio |
| Quarterly | Average length of stay |
| Quarterly | Number of suicides of current clients |
| Six monthly | Number of NGO Board member changes (NGOs only) |
| Six monthly | Number of NGO Governance meetings held (NGOs only) |
| Annually | Number of FTEs in each of these groups:   * Medical * Nursing * Psychology * Occupational Therapy * Social Work * Maori Mental Health * Other |

**After PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Group sessions delivered |
| Monthly | Consultation/liaison training sessions |
| Quarterly | Senior medical FTEs |
| Quarterly | Junior medical FTE |
| Quarterly | Nursing and allied FTE |
| Quarterly | Non clinical FTE |
| Quarterly | Cultural FTE |
| Quarterly | Peer support FTE |
| Quarterly | Staff turnover ratio |
| Quarterly | Number of suicides of current clients |
| Six monthly | Number of NGO Board member changes (NGOs only) |
| Six monthly | Number of NGO Governance meetings held (NGOs only) |
| Annually | Number. of FTEs in each of these groups:   * Medical * Nursing * Psychology * Occupational Therapy * Social Work * Maori Mental Health * Other |

## B: Inpatient Services

**Prior to PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Occupied bed days |
| Monthly | Number of people supported by services at end of period (by NZ Maori, Pacific Island, Other) |
| Monthly | Number of people supported by services during month (by NZ Maori, Pacific Island, Other) |
| Monthly | Number of inpatient admissions |
| Quarterly | Available beds |
| Quarterly | Available bed days |
| Quarterly | Average length of Stay |
| Quarterly | Number of suicides of current clients |
| Quarterly | Number of readmissions |
| Quarterly | Senior medical FTEs |
| Quarterly | Junior medical FTE |
| Quarterly | Nursing and allied FTE |
| Quarterly | Non clinical FTE |
| Quarterly | Cultural FTE |
| Quarterly | Peer support FTE |
| Quarterly | Staff turnover ratio |
| Annually | Number of FTEs in each of these groups:  Medical  Nursing  Psychology  Occupational Therapy  Social Work  Maori Mental Health  Other |

**After PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Occupied bed days |
| Quarterly | Available beds |
| Quarterly | Available bed days |
| Quarterly | Number of suicides of current clients |
| Quarterly | Senior medical FTEs |
| Quarterly | Junior medical FTE |
| Quarterly | Nursing and allied FTE |
| Quarterly | Non clinical FTE |
| Quarterly | Cultural FTE |
| Quarterly | Peer support FTE |
| Quarterly | Staff turnover ratio |
| Annually | Number of FTEs in each of these groups:  Medical  Nursing  Psychology  Occupational Therapy  Social Work  Maori Mental Health  Other |

## C: Community Based Support Services with Housing or Accommodation

**Prior to PRIMHD Reporting to Sector Services, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Occupied bed days |
| Monthly | Number of people supported by services at end of period (by NZ Maori, Pacific Island, Other) |
| Monthly | Number of people supported by services during month (by NZ Maori, Pacific Island, Other) |
| Monthly | Number of “admissions” |
| Quarterly | Available beds |
| Quarterly | Available bed days |
| Quarterly | Average length of stay |
| Quarterly | Number of suicides of current clients |
| Quarterly | Number of transfers to an inpatient unit/off site respite |
| Quarterly | Nursing and allied FTE |
| Quarterly | Non clinical FTEs |
| Quarterly | Cultural FTE |
| Quarterly | Peer support FTE |
| Quarterly | Staff turnover ratio |
| Six monthly | Number of NGO Board member changes (NGOs only) |
| Six monthly | Number of NGO Governance meetings held (NGOs only) |
| Annually | Number of FTEs in each of these groups:  Medical  Nursing  Psychology  Occupational Therapy  Social Work  Maori Mental Health  Other |

**After PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Occupied bed days |
| Quarterly | Available beds |
| Quarterly | Available bed days |
| Quarterly | Number of suicides of current clients |
| Quarterly | Nursing and allied FTEs |
| Quarterly | Non clinical FTEs |
| Quarterly | Cultural FTE |
| Quarterly | Peer support FTE |
| Quarterly | Staff turnover ratio |
| Six monthly | Number of NGO Board member changes (NGOs only) |
| Six monthly | Number of NGO Governance meetings held (NGOs only) |
| Annually | Number of FTEs in each of these groups:  Medical  Nursing  Psychology  Occupational Therapy  Social Work  Maori Mental Health  Other |

## D: General Hospital Liaison Services

**Prior to PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Number of general hospital beds served |
| Quarterly | Number of general hospital beds |
| Monthly | First face-to-face contact with individual/family |
| Monthly | Follow up face-to-face contact with individual/family |
| Monthly | Group sessions delivered |
| Monthly | Face-to-face contact group |
| Monthly | Consultation/liaison contact |
| Monthly | Consultation/liaison training sessions |
| Monthly | Number completed support needs assessments |
| Monthly | Number of people supported by services at end of period (by NZ Maori, Pacific Island, Other) |
| Monthly | Number of people supported by services during month (by NZ Maori, Pacific Island, Other) |
| Quarterly | Senior medical FTEs |
| Quarterly | Junior medical FTEs |
| Quarterly | Nursing and allied FTEs |
| Quarterly | Staff turnover ratio |
| Quarterly | Average length of stay |
| Quarterly | Number of suicides of current clients |
| Annually | Number of FTEs in each of these groups:   * Medical * Nursing * Psychology * Occupational Therapy * Social Work * Maori Mental Health * Other |

**After PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Number of general hospital beds served |
| Quarterly | Number of general hospital beds |
| Monthly | Group sessions delivered |
| Monthly | Consultation/liaison training sessions |
| Quarterly | Senior Medical FTEs |
| Quarterly | Junior medical FTEs |
| Quarterly | Nursing and allied FTEs |
| Quarterly | Staff turnover ratio |
| Quarterly | Number of suicides of current clients |
| Annually | Number of FTEs in each of these groups:   * Medical * Nursing * Psychology * Occupational Therapy * Social Work * Maori Mental Health * Other |

## E: Day Programmes

**Prior to PRIMHD Reporting to Sector Operations Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| **Monthly** | **Number of day attendances** |
| Quarterly | Number of “day places” available |

**After PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Quarterly | Number of “day places” available |

## F: Methadone Treatment

**Prior to PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Number of people receiving methadone (specialist service case management) |
| Monthly | Number of people receiving methadone (GP prescribing on specialist service authority) |
| Monthly | Number of people receiving methadone (GP case management) |
| Monthly | Number of people currently on waiting list |
| Monthly | Average length of time on waiting list |
| Monthly | Longest time on waiting list |
| Quarterly | Number of methadone places available |
| Quarterly | Average Length of Stay |
| Quarterly | Number of involuntary discharges commenced |
| Quarterly | Number of people referred back from GP |

**After PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Number of people receiving methadone (GP case management) |
| Monthly | Number of people currently on waiting list |
| Monthly | Average length of time on waiting list |
| Monthly | Longest time on waiting list |
| Quarterly | Number of methadone places available |
| Quarterly | Number of involuntary discharges commenced |
| Quarterly | Number of people referred back from GP |

## G: Dedicated Methadone Services

**Prior to PRIMHD Reporting to Sector Operations Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Number of people receiving methadone (specialist service case management) |
| Monthly | Number of people receiving methadone (general practitioner prescribing on specialist service authority) |
| Monthly | Number of people receiving methadone (general practitioner case management) |
| Monthly | Number of people currently on waiting list |
| Monthly | Average length of time on waiting list |
| Monthly | Longest time on waiting list |
| Monthly | Number of people supported by services during month (by NZ Maori, Pacific Island, Other) |
| Quarterly | Senior Medical FTEs |
| Quarterly | Junior Medical FTEs |
| Quarterly | Nursing and allied FTEs |
| Quarterly | Non clinical FTEs |
| Quarterly | Staff turnover ratio |
| Quarterly | Number of methadone places available |
| Quarterly | Average length of stay |
| Quarterly | Number of involuntary discharges commenced |
| Quarterly | Number of people referred back from general practitioner |
| Annually | Number of FTEs in each of these groups:   * Medical * Nursing * Psychology * Occupational Therapy * Social Work * Maori Mental Health * Other |

**After PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Number of people receiving methadone (general practitioner case management) |
| Monthly | Number of people currently on waiting list |
| Monthly | Average length of time on waiting list |
| Monthly | Longest time on waiting list |
| Quarterly | Senior Medical FTEs |
| Quarterly | Junior Medical FTEs |
| Quarterly | Nursing and allied FTEs |
| Quarterly | Non Clinical FTEs |
| Quarterly | Staff turnover ratio |
| Quarterly | Number of methadone places available |
| Quarterly | Number of involuntary discharges commenced |
| Quarterly | Number of people referred back from general practitioner |
| Annually | Number of FTEs in each of these groups:   * Medical * Nursing * Psychology * Occupational Therapy * Social Work * Maori Mental Health * Other |

## H: Community Acute/Respite Services

**Prior to PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Expenditure with a breakdown of Service Utilisation (to be agreed in each locality) |
| Monthly | Number of people supported by services at end of period(by NZ Maori, Pacific Island, Other) |
| Monthly | Number of people supported by services during month(by NZ Maori, Pacific Island, Other) |
| Quarterly | Available budget |
| Quarterly | Average length of Stay |
| Quarterly | Number of suicides of current clients |

\* This set of information requirements is to be used for contracts for flexible types of respite options. For contracts for respite services, which are the equivalent of other types of service, for example, housing and accommodation type services the reporting requirements should be the same as those for that type of service, that is, “C” for community based housing and accommodation services. Such variation could be negotiated between the service provider and the funder.

**After PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Expenditure with a breakdown of service utilisation (to be agreed in each locality) |
| Quarterly | Available budget |
| Quarterly | Number of suicides of current clients |

\* This set of information requirements is to be used for contracts for flexible types of respite options. For contracts for respite services which, are the equivalent of other types of service, for example, housing and accommodation services the reporting requirements should be the same as those for that type of service, that is, “C” for community based housing and accommodation services. Such variation could be negotiated between the service provider and the funder.

## I: Dedicated Day Programme Services

**Prior to PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Number of day attendances |
| Monthly | Number of people supported by services at end of period (by NZ Maori, Pacific Island, Other) |
| Monthly | Number of people supported by services during month (by NZ Maori, Pacific Island, Other) |
| Quarterly | Senior Medical FTEs |
| Quarterly | Junior medical FTE |
| Quarterly | Nursing and allied FTE |
| Quarterly | Non clinical FTEs |
| Quarterly | Cultural FTEs |
| Quarterly | Peer support FTEs |
| Quarterly | Staff turnover ratio |
| Quarterly | Number of “day places” available |
| Quarterly | Average length of stay |
| Quarterly | Number of suicides of current clients |
| Six monthly | Number of NGO Board member changes (NGOs only) |
| Six monthly | Number of NGO Governance meetings held (NGOs only) |
| Annually | Number of FTEs in each of these groups:   * Medical * Nursing * Psychology * Occupational Therapy * Social Work * Maori Mental Health * Other |

**After PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Quarterly | Senior medical FTEs |
| Quarterly | Junior medical FTE |
| Quarterly | Nursing and allied FTEs |
| Quarterly | Non- clinical FTE |
| Quarterly | Cultural FTE |
| Quarterly | Peer support FTE |
| Quarterly | Staff turnover ratio |
| Quarterly | Number of “day places” available |
| Quarterly | Number of suicides of current clients |
| Six monthly | Number of NGO Board member changes (NGOs only) |
| Six monthly | Number of NGO Governance meetings held (NGOs only) |
| Annually | Number of FTEs in each of these groups:   * Medical * Nursing * Psychology * Occupational Therapy * Social Work * Maori Mental Health * Other |

## J: Peer Support Services

**Prior to PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | First face-to-face contact with individual/family |
| Monthly | Follow up face-to-face contact with individual/family |
| Monthly | Group sessions delivered |
| Monthly | Face-to-face contact group |
| Monthly | Consultation/liaison training sessions |
| Monthly | Number of people supported by services at end of period (by NZ Maori, Pacific Island, Other) |
| Monthly | Number of people supported by services during month (by NZ Maori, Pacific Island, Other) |
| Quarterly | Senior medical FTEs |
| Quarterly | Junior medical FTE |
| Quarterly | Nursing and allied FTEs |
| Quarterly | Non clinical FTEs |
| Quarterly | Cultural FTEs |
| Quarterly | Peer support FTE |
| Quarterly | Staff turnover ratio |
| Six monthly | Number of NGO Board member changes (NGOs only) |
| Six monthly | Number of NGO Governance meetings held (NGOs only) |

**After PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Group sessions delivered |
| Monthly | Consultation/liaison training sessions |
| Quarterly | Senior medical FTEs |
| Quarterly | Junior medical FTEs |
| Quarterly | Nursing and allied FTEs |
| Quarterly | Non clinical FTEs |
| Quarterly | Cultural FTEs |
| Quarterly | Peer support FTE |
| Quarterly | Staff turnover ratio |
| Six monthly | Number of NGO Board member changes (NGOs only) |
| Six monthly | Number of NGO Governance meetings held (NGOs only) |

## K: Drug and Alcohol Services with Accommodation

**Prior to PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Occupied bed days |
| Monthly | Number of people supported by services at end of period (by NZ Maori, Pacific Island, Other) |
| Monthly | Number of “admissions” |
| Quarterly | Available beds |
| Quarterly | Available bed days |
| Quarterly | Average length of stay |
| Quarterly | Planned Discharges |
| Quarterly | Unplanned discharges – self initiated |
| Quarterly | Unplanned discharges – service initiated |
| Quarterly | Senior medical FTEs |
| Quarterly | Junior medical FTEs |
| Quarterly | Nursing and allied FTEs |
| Quarterly | Non- clinical FTEs |
| Quarterly | Cultural FTE |
| Quarterly | Peer support FTE |
| Quarterly | Staff turnover ratio |
| Six monthly | Number of NGO Board member changes (NGOs only) |
| Six monthly | Number of NGO Governance meetings held (NGOs only) |
| Annually | Number of FTEs in each of these groups:   * Medical * Nursing * Psychology * Occupational Therapy * Social Work * Maori Mental Health * Other |

**After PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Occupied bed days |
| Quarterly | Available beds |
| Quarterly | Available bed days |
| Quarterly | Unplanned discharges – self initiated |
| Quarterly | Unplanned discharges – service initiated |
| Quarterly | Senior medical FTEs |
| Quarterly | Junior medical FTEs |
| Quarterly | Nursing and allied FTEs |
| Quarterly | Non clinical FTEs |
| Quarterly | Cultural FTE |
| Quarterly | Peer support FTE |
| Quarterly | Staff turnover ratio |
| Six monthly | Number of NGO Board member changes (NGOs only) |
| Six monthly | Number of NGO Governance meetings held (NGOs only) |
| Annually | Number of FTEs in each of these groups:   * Medical * Nursing * Psychology * Occupational Therapy * Social Work * Maori Mental Health * Other |

## L: NASC

**Prior to PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | First face to face contact individual/family |
| Monthly | Follow up face to face contact individual/family |
| Monthly | Number completed support needs assessments |
| Monthly | Number of people supported by services at end of period (by NZ Maori, Pacific Island, Other) |
| Monthly | Number of people supported by services during month (by NZ Maori, Pacific Island, Other) |
| Monthly | Monthly expenditure for flexi fund with a breakdown of information re utilisation. |
| Quarterly | Senior Medical FTEs |
| Quarterly | Junior medical FTEs |
| Quarterly | Nursing and allied FTEs |
| Quarterly | Non clinical FTEs |
| Quarterly | Cultural FTEs |
| Quarterly | Peer support FTEs |
| Quarterly | Staff turnover ratio |
| Quarterly | Average Length of Stay |
| Six monthly | Number of NGO Board member changes (NGOs only) |
| Six monthly | Number of NGO Governance meetings held (NGOs only) |
| Annually | Number of FTEs in each of these groups:   * Medical   Nursing  Psychology   * Occupational Therapy * Social Work * Maori Mental Health * Other |

**After PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Monthly | Monthly expenditure for flexi fund with a breakdown of information re utilisation. |
| Quarterly | Senior Medical FTEs |
| Quarterly | Junior medical FTEs |
| Quarterly | Nursing and allied FTEs |
| Quarterly | Non clinical FTEs |
| Quarterly | Cultural FTEs |
| Quarterly | Peer Support FTEs |
| Quarterly | Staff turnover ratio |
| Six monthly | Number of NGO Board member changes (NGOs only) |
| Six monthly | Number of NGO Governance meetings held (NGOs only) |
| Annually | Number of FTEs in each of these groups:   * Medical   Nursing  Psychology   * Occupational Therapy * Social Work * Maori Mental Health * Other |

## M: Māori Advisory Services

**Prior to PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Quarterly | Number of FTEs - Kaumatua and Taua (Kuia) |
| Quarterly | Number of FTEs - Maori Training Posts |
| Quarterly | Number of FTEs Maori Advisory |
| Quarterly | Narrative Report – Details of Training Plan |
| Quarterly | Number of Hui held |
| Quarterly | Number of Hui participants |
| Quarterly | Narrative Report – Details of each Hui |

**After PRIMHD Reporting to Sector Operations, Ministry of Health:**

|  |  |
| --- | --- |
| **Frequency** | **Data** |
| Quarterly | Number of FTEs - Kaumatua and Taua (Kuia) |
| Quarterly | Number of FTEs - Maori Training Posts |
| Quarterly | Number of FTEs Maori Advisory |
| Quarterly | Narrative Report – Details of Training Plan |
| Quarterly | Number of Hui held |
| Quarterly | Number of Hui participants |
| Quarterly | Narrative Report – Details of each Hui |