**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 | MHA03MHA03CMHA03DMHA03S | Occupied Bed DayFTEService | H |
| Crisis Intervention Service | MHA04AMHA04BMHA04CMHA04DMHA04S | FTEService | A |
| Acute Home based Treatment | MHA05AMHA05BMHA05CMHA05DMHA05S | FTEService | A |
| Acute Package of Care | MHA06MHA06CMHA06DMHA06S | ClientFTEService | A |
| Sub-Acute/Extended Care | MHA07 | Available bed day | B |
| General Hospital Liaison | MHA08AMHA08BMHA08CMHA08S | FTEService | D |
| Community Clinical Mental Health Service (inclusive of Psychotherapy and Primary Care Liaison) | MHA09AMHA09BMHA09CMHA09DMHA09EMHA09FMHA09S | FTEService | A & E |
| Community Mental Health Service – Early Intervention for people with first time psychosis  | MHA10AMHA10BMHA10CMHA10DMHA10EMHA10S | FTEService | A & E |
| MHI10AMHI10BMHI10CMHI10DMHI10EMHI10S | FTEService | A & E |
| Community Mental Health Service Mobile Intensive Treatment Service  | MHA11AMHA11BMHA11CMHA11DMHA11EMHA11S | FTEService | A & E |
|  Service for Profoundly Hearing Impaired | MHA12AMHA12BMHA12CMHA12DMHA12EMHA12S | FTEService | A & E |
| Dual Disability(Mental Health with Intellectual Disability) | MHA13AMHA13BMHA13CMHA13DMHA13S | FTEService | A & E |
| Co-existing Disorders – Mental Health Addictions | MHAD14AMHAD14BMHAD14CMHAD14DMHAD14EMHAD14FMHAD14S | FTEService | A & E |
| Community Service- Co-existing Disorders with Mental Health and Addictions, with Accommodation  | MHAD15MHAD15CMHAD15DMHAD15S | Occupied Bed Day FTEService | C |
| Community Day Programme | MHA16AMHA16BMHA16CMHA16DMHA16EMHA16FMHA16S | FTEService | A & E |
| Planned Adult Respite | MHA17MHA17CMHA17DMHA17EMHA17S | Occupied Bed DayFTEService | C & H |
| Community Mental Health Service – Needs Assessment and Service Co-ordination | MHA18AMHA18BMHA18CMHA18EMHA18S | FTEService | L |
| Package of Care  | MHA19MHA19CMHA19DMHA19EMHA19S | ClientFTEService | A |
| Home Based Support Services Community Support WorkSupport for Independence | MHA20CMHA20DMHA20EMHA20FMHA20S | FTEService | A |
| Activity-Based Recovery Support Service/ Activities and Living Skills | MHA21CMHA21DMHA21EMHA21S | FTEService  | I |
| Vocational Support Service | MHA22CMHA22DMHA22EMHA22FMHA22S | FTEService | I |
| Housing Co-ordination Service | MHA23CMHA23S | FTEService | A |
| Housing and Recovery Services Day time/Awake night support | MHA24MHA24CMHA24DMHA24S | Bed dayFTEService | C |
| Housing and Recovery Services Day Time/Responsive Night Support  | MHA25MHA25CMHA25DMHA25S | Bed dayFTEService | 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 | MHI39AMHI39BMHI39CMHI39DMHI39S | FTEService | A |
| Infant, Child, Adolescent and Youth Acute Care Packages | MHI40MHI40AMHI40BMHI40CMHI40DMHI40S | ClientFTEService | A |
| Infant, Child, Adolescent and Youth Crisis Intervention Service | MHI41AMHI41BMHI41CMHI41S | FTEService | A |
| Infant, Child, Adolescent and Youth Crisis Respite | MHI42MHI42CMHI42DMHI42EMHI42FMHI42S | Bed dayFTEService | H |
| Infant, Child, Adolescent and Youth Community Clinical Services | MHI44AMHI44BMHI44CMHI44DMHI44EMHI44FMHI44S | FTE Service | A |
| Child, Adolescent and Youth Day Services | MHI45AMHI45BMHI45CMHI45DMHI45EMHI45F | FTEService | A &E |
| Child, Adolescent and Youth Intensive Clinical Support Service | MHI46AMHI46BMHI46CMHI46D | FTEService | A |
| Child, Adolescent and Youth Community Support with accommodation component | MHI47MHI47CMHI47DMHI47S | Bed DayFTEService | C |
| Child, Adolescent and Youth Alcohol and other Drug Community Services  | MHDI48AMHDI48BMHDI48CMHDI48DMHDI48EMHDI48S | FTEService | A |
| Child, Adolescent and Youth Community Alcohol and Drug (with accommodation component) | MHDI49MHDI49CMHDI49DMHDI49EMHDI49S | Bed DayFTEService | K |
| Child, Adolescent and Youth Co-existing Disorders, Mental Health & Alcohol & Other Drugs | MHDI50AMHDI50BMHDI50CMHDI50DMHDI50EMHDI50S | FTEService  | A |
| Needs Assessment & Service Co-ordination – Infant, Child, Adolescent and Youth | MHI51AMHI51BMHI51CMHI51DMHI51S | FTEService | 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 )* | MHI52MHI52CMHI52DMHI52EMHDI52MHDI52CMHDI52DMHDI52EMHDI52S | Bed DayFTEService | H |
| Child, Adolescent and Youth Day Activity/, Education/vocational Programmes | MHI54CMHI54DMHI54EMHI54S | FTEService | A & I |
| Child, Adolescent and Youth Community Support/Home based SupportSupport for Independence | MHI55DMHI55EMHI55FMHI55S | FTEService | A |
| Infant, Child, Adolescent and Youth Package of Care (Wrap Around) | MHI56MHI56CMHI56DMHI56S | ClientFTEService | A |
| Services for Children of Parents with a Mental Illness | MHI57CMHI57DMHI57EMHI57FMHI57S | FTEService  | 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 | MHE8AMHE28BMHE28CMHE28S | FTEService  | A |
| Clinical Outpatient Services for Eating Disorders  | MHE29AMHE29BMHE29CMHE29DMHE29EMHE29S | FTE Service | A |
| Community Service for Eating Disorders  | MHE30AMHE30BMHE30CMHE30DMHE30EMHE30S | FTEService  | A |
| Eating Disorders DHB Liaison  | MHE31AMHE31BMHE31CMHE31S | FTEService | A |
| Specialist Eating Disorders Service with Accommodation  | MHE32MHE32AMHE32BMHE32CMHE32DMHE32EMHE32S | Bed DayFTEService | C |

**Consumer Led Services**

| **Service Title** | **Purchase Unit Code** | **Unit of Measure** | **Reporting Cluster** |
| --- | --- | --- | --- |
| Consumer Leadership, Consultancy & Liaison | MHC33CMHC33DMHC33EMHC33FMHC33S | FTEService  | J |
| Consumer Advocacy | MHC34FMHC34S | FTEService | J |
| Consumer Resource & Information Service  | MHC35FMHC35S | FTEService | J |
| Peer Support Service- Adults | MHC36FMHC36S | FTEService | J |
| Peer Support Service- Child and Youth | MHCI37FMHCI37S | FTEService | J |
| Phone Service | MHC102FMHC102S | FTEService | J |

**Kaupapa Maori Services**

|  |  |  |  |
| --- | --- | --- | --- |
| **Service Title** | **Purchase Unit Code**  | **Unit of Measure** | **Reporting Cluster** |
| Kaupapa Māori Package of Care | MHK58MHK58CMHK58DMHK58EMHK58S | ClientFTEService | A |
| Kaupapa Māori Community Based Clinical and Support Service | MHK59AMHK59BMHK59CMHK59DMHK59EMHK59S | FTEService  | A |
| Kaupapa Māori Whānau ora Worker Service | MHK60CMHK60DMHK60EMHK60S | FTEService  | A |
| Kaumātua Roles | MHK61EMHK61S | FTEService | M |
| Kaupapa Māori Consultation, Liaison and Advisory Service | MHK62CMHK62DMHK62EMHK62S | FTEService  | A |

**Pacific**

|  |  |  |  |
| --- | --- | --- | --- |
| **Service Title** | **Purchase Unit Code** | **Unit of Measure** | **Reporting Cluster** |
| Pacific Community based Clinical and Support Service  | MHP63AMHP63BMHP63CMHP63DMHP63EMHP63FMHP63S | FTEService  | A |
| Pacific Senior Cultural Advisory Service (Matua) | MHP64EMHP64S | FTEService  | A |
| Pacific Cultural Navigator Service  | MHP65EMHP65S | FTEService | A |
| Pacific Family Advisory Service | MHP66FMHP66S | FTEService | A |

**Family and Whanau Services**

|  |  |  |  |
| --- | --- | --- | --- |
| **Service Title** | **Purchase Unit Code** | **Unit of Measure** | **Reporting Cluster**  |
| Family and Whānau Advisory Service  | MHW67CMHW67DMHW67S | FTEService | A |
| Family and Whānau Support, Education, Information and Advocacy services(or specifically for families of infants, children, adolescents and youth) | MHW68CMHW68DMHIW68CMHIW68DMHIW68S | FTEService  | A |

**Addiction Services**

| **Service Title** | **Purchase Unit Code** | **Unit of Measure** | **Reporting Cluster** |
| --- | --- | --- | --- |
| Alcohol and other Drug Consultation and Liaison service | MHD71AMHD71BMHD71CMHD71DMHD71S | FTEService  | A |
| Early Intervention Alcohol and other Drug Service: Adults | MHD72AMHD72BMHD72CMHD72DMHD72S | FTEService | A |
| Early Intervention Alcohol and other Drug Service: Infant, child, adolescent and youth | MHDI72AMHDI72BMHDI72CMHDI72DMHDI72S | FTEService | A |
| Alcohol and other Drug- Community Support  | MHD73CMHD73DMHD73S | FTEService | A |
| Community Based Alcohol and other Drug Services | MHD74AMHD74BMHD74CMHD74DMHD74EMHD74S | FTEService | A |
| Alcohol and other Drug Day Treatment Programme | MHD75AMHD75BMHD75CMHD75DMHD75S | FTEService | A |
| Intensive Alcohol and other Drug Service with Accommodation  | MHD76MHD76AMHD76BMHD76CMHD76DMHD76S | Bed dayFTEService | K |
| Managed Withdrawal- Inpatient Services | MHD77 | Bed day | B |
| Managed Withdrawal- home/community | MHD78MHD78AMHD78BMHD78CMHD78DMHD78S | Bed dayFTEService | A  |
| Alcohol and other Drug Acute Packages of Care | MHD79MHD79CMHD79DMHD79EMHD79S | ClientFTEService | A |
| Opioid Substitution Treatment (Shared Care with Primary Care) | MHD69MHD69AMHD69BMHD69CMHD69DMHD69S | ClientFTEService | G |
| Opioid Substitution Treatment (Specialist) | MHD70MHD70MHD70MHD70MHD70MHD70S | ClientFTEService | G |
| Alcohol and other Drug Community Support with Accommodation | MHD53CMHD53DMHD53EMHD53FMHD53S | FTEService  | K |

**Forensic Mental Health Services**

| **Service Title** | **Purchase Unit Codes** | **Unit of Measure** | **Reporting Cluster** |
| --- | --- | --- | --- |
| Community Forensic Mental Health service  | MHF80AMHF80BMHF80CMHF80DMHF80EMHF80FMHF80S | FTEService | 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 | MHF84AMHF84BMHF84CMHF84DMHF84EMHF84S | FTEService | A |
| Forensic Mental Health Court Liaison Service | MHF85AMHF85BMHF85CMHF85DMHF85EMHF85S | FTEService  | A |
| Forensic Mental Health Community Based Forensic Intensive Service for Recovery | MHF86MHF86AMHF86BMHF86CMHF86DMHF86EMHF86FMHF86S | Bed DayFTEService | C |

**Youth Forensic Mental Health Services**

| **Service Title** | **Purchase Unit Code** | **Unit of Measure** | **Reporting Cluster** |
| --- | --- | --- | --- |
| Youth Forensic Specialist Community Service | MHIY87AMHIY87BMHIY87CMHIY87DMHIY87EMHIY87S | FTEService  | 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  | MHM90AMHM90BMHM90CMHM90DMHM90EMHM90S | FTEService  | A |
| Specialist Perinatal Mental Health Community-based Service with Accommodation  | MHM91MHM91CMHM91DMHM91EMHM91FMHM91S | Bed dayFTEService | C |
| Perinatal: Infant Mental Health  | MHIM92AMHIM92BMHIM92CMHIM92DMHIM92EMHIM92S | FTEService | A |
| Perinatal Mental Health Respite Service | MHM93MHM93CMHM93DMHM93EMHM93FMHM93S | ClientFTEService | 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 | MHR94AMHR94BMHR94CMHR94DMHR94EMHR94FMHR94S | FTEService | A |
| Refugee Mental Health and Addiction Service | MHR95AMHR95BMHR95CMHR95DMHR95EMHR95FMHR95S | FTEService | A |
| Asian, Migrant and Refugee Mental Health and Addiction Cultural Community Support Work (CSW) Service | MHR96CMHR96DMHR96S | FTEService | A |
| Asian, Migrant and Refugee Mental Health and Addiction Cultural Support Coordination Service  | MHR97CMHR97DMHR97EMHR97S | FTEService  | 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 | MHO99AMHO99BMHO99CMHO99DMHO99EMHO99FMHO99S | FTEService | A |
| Mental Health of Older People Subacute/Extended Care Service | MHO100MHO100CMHO100DMHO100EMHO100S | ClientFTEService  | C |
| Mental Health of Older People: Dementia Behavioural Support Advisory Service | MHO101CMHO101S | FTEService  | 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.

## 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 NursingPsychologyOccupational TherapySocial WorkMaori Mental HealthOther |

**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:MedicalNursingPsychologyOccupational TherapySocial WorkMaori Mental HealthOther |

## 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:MedicalNursingPsychologyOccupational TherapySocial WorkMaori Mental HealthOther |

**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:MedicalNursingPsychologyOccupational TherapySocial WorkMaori Mental HealthOther |

## 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

NursingPsychology* 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

NursingPsychology* 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 |