

Magistrates Early Referral into Treatment (MERIT) Program

Data Dictionary And Collection Guidelines

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New South Wales Department of Health

Acknowledgments

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The Magistrates Early Referral Into Treatment (MERIT) Program Data Dictionary and Collection Guidelines is produced as part of the New South Wales Illicit Drug Diversion Initiative of the Council of Australian Governments agreement.

Abbreviations

| | |
|------------|--|
| AHS | Area Health Service |
| AODTS | Alcohol and Other Drug Treatment Services |
| COAG | Council of Australian Governments |
| CDA | Centre for Drug and Alcohol (formerly Drug Programs Bureau) |
| DSM | Diagnostic Statistical Manual |
| GLC | General Local Courts |
| ICD | International Classification of Diseases |
| IGCD | Inter-governmental Committee on Drugs |
| MERIT | Magistrates Early Referral Into Treatment |
| MIMS | MERIT Information Management System |
| MRN | Medical Record Number |
| NMDS-AODTS | National Minimum Dataset – Alcohol and Other Drug Treatment Services |
| NMDS-DIV | National Minimum Dataset – Diversion |

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SECTION 1: Introduction

These guidelines have been prepared as a reference for those involved in the collection and supply of the data for the Magistrates Early Referral Into Treatment (MERIT) program. The MERIT program has been developed as a result of a joint agency approach between a range of government and non-government service providers.

This publication is intended to:

- provide some history on MERIT and its data development and outline the overall collection process;
- provide standardised definitions of all data elements included in the data set (to enable comparability of the data across MERIT programs);
- clarify which data items are required (and by who) and which are optional;
- provide collection guidelines to ensure the best quality data is received; and
- provide an up-to-date reference to ensure that the collection can run in a coordinated and timely fashion.

This data collection will make it possible to compare and aggregate information statewide on MERIT clients including their demographics, drug use problems, treatment received, offending behaviour and sentence outcomes. The guidelines aim to standardise the operations and implementation of the MERIT data and reporting framework. It is recommended that these guidelines be used in conjunction with the Magistrates Early Referral Into Treatment (MERIT) Program Operational Manual.

Background

In April 2000 the Special Minister of State signed an Agreement with the Commonwealth regarding the implementation, in NSW, of five schemes under the Illicit Drug Diversion Initiative. These schemes included the Cannabis Cautioning Scheme, Drug Offenders Compulsory Treatment Pilot (DOCTP), amendments to the Young Offenders Act 1997, the Youth Drug Court scheme and MERIT. The schemes focus on early intervention on the premise that if police and courts can intervene early, issues of drug dependency can be addressed before they take hold.

It was agreed that these schemes would report in a standardised manner through the collection of the National Minimum Dataset for Diversion (NMDS-DIV). This data collection was designed to comprise all the elements of the National Minimum data Set – Alcohol and Other Drug Treatment Services (NMDS-AODTS) as well as some additional police/criminal justice, assessment, education and treatment data items.

Overview of the NMDS-AODTS

The NMDS-AODTS consists of 28 separate items to be collected at the beginning, during and upon cessation of treatment. The data consists of a broad range of data items relating to:

- administrative items about the treatment agency;
- social and demographic items about the client;
- items describing the drug use of the client; and
- items related to the service provided to the client.

These items comprise a subset of the NMDS-DIV and are collected in the MERIT Information Management System (MIMS) client database.

Overview of the NMDS-DIV

The NMDS-DIV consists of items to be collected at the beginning, during and upon cessation of treatment and include the complete NMDS-AODTS data items in addition to criminal justice and police data items. The data consists of a range of items relating to:

- a unique client identifier and the client postcode of residence;
- items relating to the client's current offence(s); and
- the outcome of the diversion scheme.

These items comprise a subset of the MERIT Information Management System (MIMS) client database.

Magistrates Early Referral Into Treatment (MERIT)

The Magistrates' Early Referral Into Treatment (MERIT) scheme refers eligible people facing Court with drug-related offences to treatment and rehabilitation services. It aims to help break the drugs-crime cycle through coordinated care and strategic partnerships between health services and the criminal justice system in order to achieve positive health and social outcomes.

The program has been adopted to allow access to a range of drug treatment services for those clients who are motivated towards various forms of treatment and rehabilitation services that address illicit drug usage early in their involvement in the criminal justice system.

The availability of drug treatment intervention at an early stage in the criminal justice process (ie. pre-plea and ideally shortly after arrest) provides support and direction for those clients with illicit drug problems. The aim is to reduce the risk of their further involvement in the criminal justice system in the short and longer term.

An important feature of the program is that participation is voluntary. Clients are however required to give informed consent. The client is not required to enter a plea to the charges that bring them before the court in order to participate in the program. A person's agreement or refusal to become involved in the MERIT program is not an admission of guilt of the offence(s) for which s/he has been charged.

MERIT is targeted at those with a demonstrable drug problem. Its aim is to divert these people away from the criminal justice system through the provision of health intervention. Co-management with any other organisation such as the Probation and Parole Service is to be as a coordinated approach with MERIT generally taking a lead role.

MERIT accepts referrals from police at the time of arrest, from solicitors following arrest, or at court by the magistrate. Referrals from other sources such as Probation and Parole and self-referrals may also be considered.

Clients, after being screened by the police and/or their defence lawyer as potential candidates for the MERIT program and after they have given their informed consent to participate, are bailed to the next court date to attend an interview with the drug assessment (MERIT) team. Alternatively, magistrate may refer clients appearing before them who appear suitable. Assessments will take place in the office of the MERIT team and/or at the court.

When a MERIT referral has been received and the defendant is considered eligible for police or court bail, the MERIT Team will assess the client. The assessment will screen the defendant for exclusion criteria, consider the significance of their drug use and will consider their motivation to engage in treatment. It is therefore important that the MERIT Team can access the client's current criminal charges and past criminal record.

On completion of the assessment process, a report from the MERIT Team will be made available to the Local Court in relation to suitability of the client in the MERIT program and the type of treatment that may be appropriate.

Being referred for MERIT assessment does not automatically mean the client will participate in the MERIT program. It is likely that some clients will be assessed as unsuitable for MERIT and will

continue through the criminal justice system via their next court date. Conversely, some people may decline to participate though deemed to be suitable.

The intended MERIT program outcomes, for clients and for the community, are:

- decreased drug related crime by participating clients for the duration of their program;
- decreased drug related crime by participating clients following program completion;
- decreased illicit drug use by participating clients for the duration of the program and in the post program period;
- improved health and social functioning for the duration of the program and in the post program period; and
- reduced sentences due to better rehabilitation prospects.

Once a client has completed the MERIT program, it is hoped they will:

- cease their drug related crime;
- cease their illicit drug use;
- make lifestyle changes that support a drug-free existence; and
- improve their health and social functioning.

Possible unintended program outcomes are:

increase remand numbers if offenders fail to comply with bail conditions;

- increased number of court appearances by MERIT clients due to the additional judicial supervision; and
- added strain on some of the Area Health Services to provide the full range of drug treatment services.

Scope

The MERIT program is responsible for reporting to a number of different data collections and agencies including the NMDS-AODTS, NMDS-DIV, monthly reports to the Attorney Generals Department (via CDA), and monthly and quarterly reports to Centre for Drug and Alcohol.

For the NMDS-AODTS, the MERIT Team is considered a drug and alcohol treatment agency in its own right. The NMDS-AODTS involves the collection of 28 data items in addition to the 6 extra data items required for the NSW MDS-AODTS. This data collection is an ongoing monthly data collection, which is managed on a financial year basis from 1 July to 30 June. The MERIT Team is required to submit a complete data set for every treatment episode *completed* within the data submission period.

The NMDS-DIV incorporates the NMDS-AODTS plus additional criminal justice data items. The Commonwealth requires all NMDS-DIV data to be submitted on a quarterly basis. Aside from the national reporting requirements listed above, the scope of the MERIT program involves statewide monitoring on a monthly and quarterly basis for all the MERIT-related activity and finance details.

Roles and Responsibilities

The MERIT program operates through the co-operative efforts and contribution of several NSW Government agencies. They are listed below with a description of their roles and responsibilities.

Attorney General's Department

- Is the lead agency in the MERIT program
- Supervises of the statewide roll out of the program

- Convenes the statewide steering committee, and establish regional steering groups with Premier's Dept and NSW Health
- Co-ordinates agency involvement and administration of MERIT
- Provides administrative support and accommodation within the Court complex for members of the MERIT team
- Organises MERIT program evaluation

NSW Department of Health

- Provision of treatment and case management services, either through specialist Area services or through funded NGOs.
- Provide a range of treatment options that match individual participant's needs.
- Staffing and managing of the MERIT Team.
- Coordinate, collect and maintain the NSW data and reporting to the Australian Government.
- Develop and keep up-to-date the MERIT data dictionary and collection guidelines.
- Assists with health-related data collection of Area MERIT Programs.
- Liaise, provide feedback and reports to Area Health Services on data issues.

NSW Police Service

- Early identification and referral to MERIT assessment of suitable defendants
- Liaise with MERIT team as required to protect community safety
- Where appropriate, act on reported program breaches
- Undertake training regarding MERIT within the Police Service.

Magistrates

- Handle the criminal justice proceedings for the MERIT client
- Provide leadership in the operation of MERIT at the court
- Refer defendants eligible for bail to the MERIT program
- Monitor the offender's progress on the program
- Respond to bail breaches
- Finalise the legal matters

Area MERIT Programs

- run the program and collect the data.
- assess clients referred and advise of client's suitability for the program. If the client is bailed for treatment, the MERIT team:
 - provides and/or organises appropriate treatment services;
 - conducts case management and liaison with services;
 - collects the NMDS-DIV on all MERIT clients (including collecting some data on any treatment provided by external agencies – eg. Methadone) and ensures its quality;
 - reports non-compliance and bail breaches;
 - maintains contact with the client and provides progress reports to the court;
 - provides final report regarding treatment; and,
 - provides consultation as required and informs the magistrates in relation to illicit drug use issues and treatment options.

Drug and Alcohol Treatment Agencies

- Provides any treatment to the MERIT clients (for example, beds were funded with NGOs to provide residential rehabilitation services to MERIT clients) that the MERIT Team cannot provide itself.

Probation and Parole

- Supervision by the Probation and Parole Service (P&P) may be an additional bail condition.
- Participants may already be under P&P supervision, requiring liaison between the MERIT team and P&P.
- Preparation of pre-sentence reports as requested by Magistrates.

Legal Aid Commission/Aboriginal Legal Aid Service

- Referral agents
- Provide defendants with program information and ensure that they give informed consent to participate.

Cross-Government Committees and Workgroups that oversee the development of the NSW MERIT Program

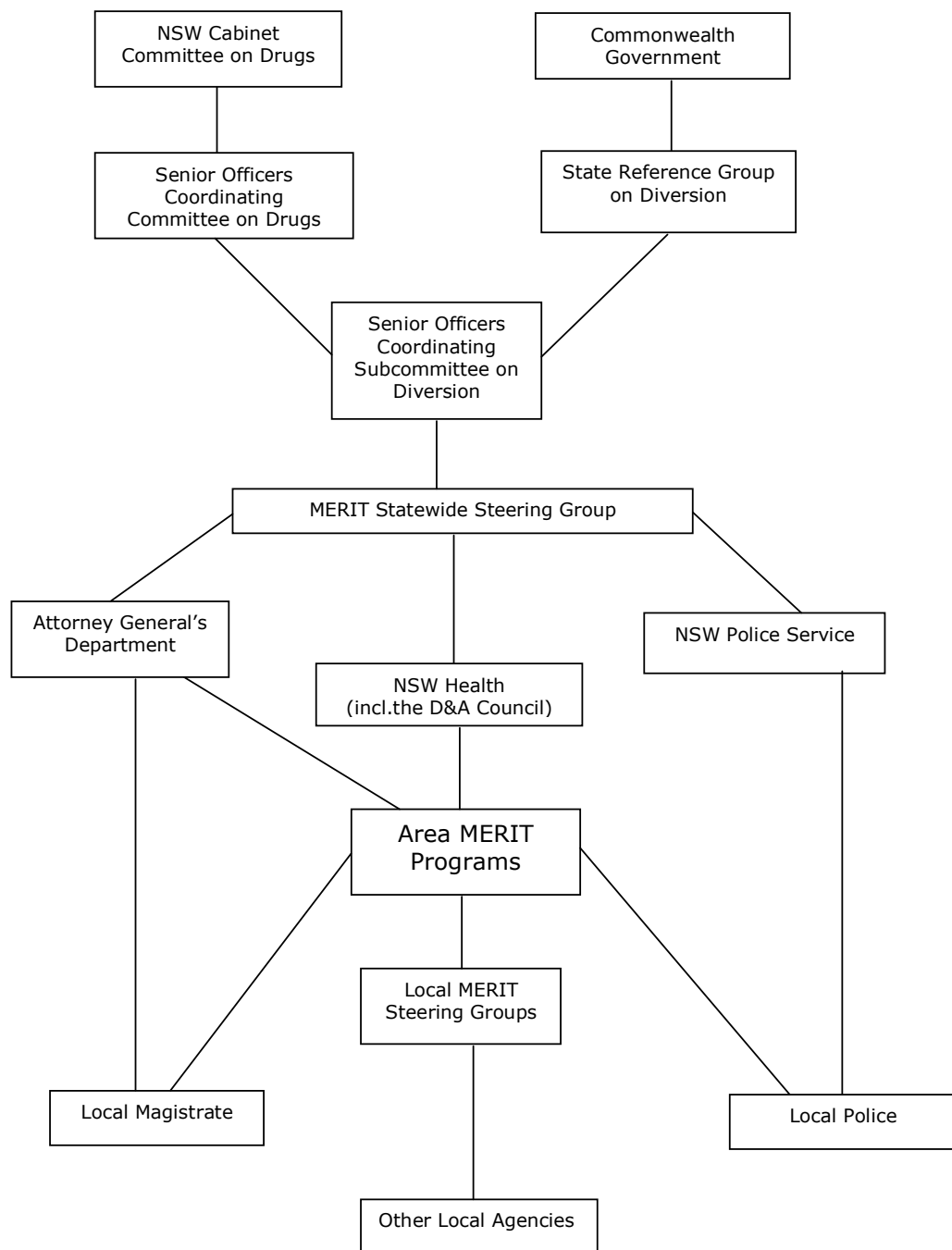
1. MERIT Statewide Steering Committee
2. MERIT Program Development Forum
3. MERIT Program Monitoring and Evaluation Group
4. MERIT Operational Manual Working Group

Notes

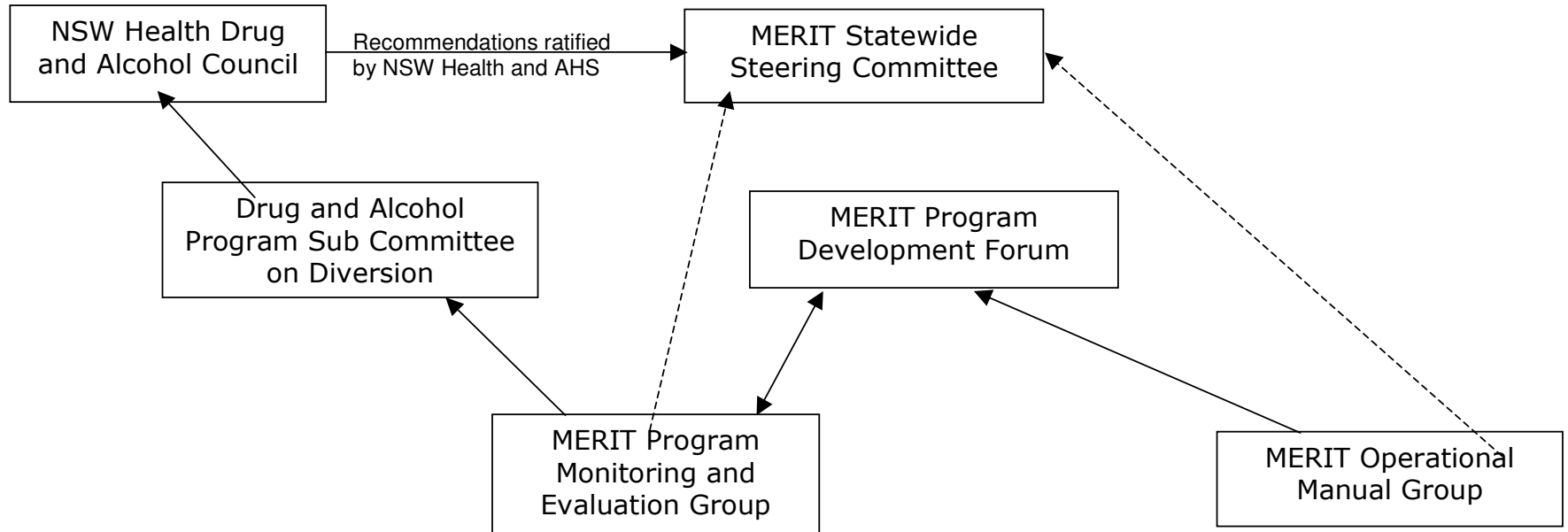
- All health-related information is reported to the NSW Health Drug and Alcohol Council through the Sub Committee on Diversion.
- Diagram 2 (below) shows the flow of health-related MERIT recommendations in the NSW MERIT Program committee/workgroup framework.
- The MERIT Program Monitoring and Evaluation Group has responsibility developing and utilising the definitions and data provided by the MERIT Data Dictionary and Collection Guidelines in the development of the evaluation framework.

Diagram of MERIT and related Diversion committees

The way in which agencies interact is represented in the diagram below.



MERIT Program – Flow of Health-related Recommendations



Dotted arrows signify update reports.
Solid arrows signify recommendations.

SECTION 2: Collection Guidelines

General Issues

- No required data item is to be left blank. Where a required data item is not relevant, tick or code the appropriate response eg 'No other service provided', 'No other drugs of concern'.
- The MERIT database and data dictionary will distinguish between optional and required data items. The database will highlight all required fields in yellow. The data item summary indicates which data items are required and by whom.
- All health-related items should be based on client's response not clinicians guesses or assumptions.
- All criminal justice-related items should be based, where possible, on legal documents, not on client's responses.
- It is likely that agencies or the MERIT Team in an Area Health Service may have to develop their own 'business rules' relating to the collection. Where this is done, the key requirement is consistency across all data collected within the agency or MERIT team.

Unit of Measurement

The unit of measurement for the NSW MERIT program is clients completing the program (approximately 12 weeks). If someone enters MERIT more than once, each participation in the program will be recorded separately. When a client breaches program conditions, this is reported to the court. After a breach, the client can be referred back to the program by the magistrate without having to re-enter the program or be re-assessed.

The MERIT program formally ceases when the MERIT Team completes a final program report and this report is formally considered by the magistrate. This date is the MERIT program exit date for the client. A plea may be sought at this stage and, if guilty, the magistrate may proceed to sentence. There may be other reasons for the matter to be adjourned. This should not affect the program exit date.

Although formal commencement of the program is from the date that the client is bailed to MERIT by the magistrate (which is derived from the court bail papers) the MIMS database has provision for the recording of data relating to activities occurring between referral and formal acceptance by the court, such as referral and assessment process details. Similarly data can be recorded relating to activities occurring after program exit, such as treatment cessation, court outcomes, etc.

Client Identifier

The Police CNI number is to be used as one of the primary client identifiers and will be collected in a separate field for all clients accepted onto the program. The MERIT database allows for entry of a client code (as required by NMDS-AODTS) or a Medical Record Number (MRN). If MRN's are not available, client codes can be created by the local MERIT team or internally generated by the database.

Episode Identifier

The episode identifier used by the MERIT database is an internally generated number which increments in units of 10,000 for each AHS, so each AHS is unique. The database episode numbers are autogenerated with each participation in the program; therefore each MERIT participation is allocated a number that is unique across the state.

Multiple response items

Most data items require a single response only (eg. sex). There are a small number of data items that allow for multiple responses. Examples of some of these items include: charge type, sentence

outcome, other drugs of concern, other treatment types, service contact dates and previous treatment. Please note that the data in the multiple response items should not be duplicated within the data items or with any data item to which it aligns. For example, if the primary drug of concern is heroin, no data entered into the other drug of concern field should mention heroin.

Secondary Clients

Secondary clients refer to persons that contact a service in relation to someone who is receiving a service there, such as their partner or friend. The time spent with significant others may be important to capture for assessing the total activity and cost of MERIT. However, magistrates do not refer secondary clients to treatment and time spent with secondary clients is not currently captured in the MIMS database.

MERIT Team and External Treatment Providers

The MERIT team recommends treatment for clients. This may vary from what the clients actually receive when they attend a drug and alcohol treatment service. It was agreed that data collection would centre on what was received rather than recommended. This includes any pharmacotherapies that the client is on at assessment, during their MERIT episode and at cessation. Data will also be captured on any residential treatment provided during the MERIT episode including start and end dates, the agency name and the type of treatment received. Non-residential treatment and social welfare services provided by external providers will also be captured.

Data Collection Times

There are three categories of data collection times: at assessment (data items relating to client demographics and the initial criminal justice data items); during the program (data items relating to any external treatment provided); and upon exiting the program (data items relating to cessation of treatment and criminal justice outcome). Collection of data at the end of each month is recommended to get real time activity data for the program.

Data Collection Sources

The MERIT Team collects data for entry into the MERIT Information Management System (MIMS) from a combination of sources at different times. The purpose of this section is to outline the general tasks involved with collecting data from each source and at each phase of the program.

The main categories are:

1. Assessment Data
2. Criminal Justice Data
3. Health and Service Provision_Data
4. Additional Information and Program Exit Data

1. Assessment Data

After the client has been screened for eligibility the MERIT Caseworker carries out the initial suitability assessment and all information gathered is entered into the MERIT Assessment and Treatment Guide. This form is passed to the Manager who allocates a Caseworker to the client and then passes the form to the administrative officer for immediate entry into the MERIT database (MIMS).

The administrative officer may verify certain details on the assessment form (eg. Medicare Number, Address, Medical Record Number) by accessing the Patient Master Index on the Area Health Service system. If the client has no existing record on this system, a new record may be created which identifies MERIT as the service provided. The Patient Master Index will generate a Medical Record Number that can be added to the assessment form and MIMS. Where access to Medical Record Numbers is unavailable or impractical, the administrative officer may create unique client codes for use in place of Medical Record Numbers.

2. Criminal Justice Data

The MIMS database also requires information contained in documents that can be sourced from the Police Service or the local Court such as CNI and criminal history (see Table 1 below for more details). Other relevant source documents include 'Charges and Facts Sheet' and bail papers. These may contain more detailed information regarding the client's criminal history or current charges (MERIT-referred only; other outstanding charges are not generally recorded). This can include, for example, detail of substances used and category of offence.

Criminal Justice data is usually retrieved by the allocated Caseworker at the client's first court appearance but may be retrieved by another MERIT officer at a later date. Some courts have access to a computerised record system for retrieving information.

Details of current court orders, previous charges, court appearances, past convictions and sentences are entered on receipt of the client's criminal history. If the CNI and client criminal history are not immediately available from the court, they may be requested by the administrative officer from the police Local Area Command Police Liaison Officer. This request should be made within two working days of the client's assessment.

Table 1: Commonly used Documents/Information Sources

| Type of Document | Source of Client's Referral ¹ | | | | |
|--|--|--------|-------------------|-------------|-------|
| | At Court | Police | Private Solicitor | Prob/Parole | Self |
| A. Police referral sheet | n/a | 1a | n/a | n/a | n/a |
| B. NSW Police Facts sheet | 2a,4a | 1a | 4a | 1b | 1b |
| C. NSW Police Charge sheet | 2a,4a | 1a | 4a | 1b | 1b |
| D. Court Day listings | 2b | n/a | n/a | n/a | n/a |
| E. Court Result listings | 2b | 2b | 2b | 2b | 2b |
| F. NSW Police Bail papers | 1b,1c | 1a | 1a,1b | 1b | 1b |
| G. NSW Court Bail papers | 2b | n/a | 2b | 2b | 2b |
| H. Criminal History | 2 | 1b,1c | 1b,1c | 1b,1c | 1b,1c |
| J. Solicitor's (& Other Professional's Referral Sheet) | n/a | n/a | 4a | 3a | n/a |
| K. MERIT Assessment Form ² | 5a | 5a | 5a | 5a | 5a |

¹See Table 2: Key to Commonly Used Documents/Information Sources

²Contains legal information provided by the client.

Table 2: Key to Commonly Used Documents/Information Sources

| | | | | | |
|----|---|----|--------------------------|----|--|
| 1a | Local Police Service Referring officer | 2 | Local Court | 3a | Probation and Parole Service Liaison officer |
| 1b | Police Liaison Officer-Local Area Command | 2a | Duty Solicitor/Legal Aid | 4a | Private solicitor |
| 1c | Police Intelligence/I.T. | 2b | Court Administration | 5a | MERIT Client |

3. Health and Service Provision Data

Health-related information is obtained from the client at the initial assessment and entered onto the MERIT Assessment and Treatment Guide for entry into the MIMS database. Health information includes the Client's current medical conditions, previous treatments and details of drug usage history. At the discretion of the Caseworker, information relating to previous episodes of alcohol and other drug treatment may be verified by contacting Community Drug and Alcohol Services, (particularly in relation to previous detoxification or rehabilitation episodes).

Any case management issues that may require treatment or may impact on the Client's involvement in the program must also be recorded. Diagnostic test dates and results (such as urine analysis and other tests) may also be obtained and recorded where provision has been made on the database.

All services provided to the client (by the MERIT team or external agencies) are also recorded.

4. Additional Information and Program Exit Data

The Administrative Officer will advise the allocated caseworker of any omissions from the MERIT Assessment and Treatment Guide and request updates by highlighting the appropriate fields on the form.

When the Caseworker/Manager has deemed the case to be finalised, the finalisation data must be entered promptly to ensure adequate reporting standards are maintained. This should include all NSW MDS-AODTS information.

The above program exit details must be entered within three working days of the client's exit from the program. For clients who are not assessed or who are assessed but not accepted, these details must be entered within two working days.

Data Exchange Procedures

The smooth running of the MERIT program requires efficient exchange of data and information between a range of sources such as the MERIT Team, the police, the courts and drug and alcohol treatment providers.

The MERIT Team should make arrangements to facilitate easy access and exchange of reports and sources of information (eg. set up a tray at the court administration to pick up files associated with clients bailed to MERIT).

It is advisable for the MERIT Team to provide a list of its team members to Police and Court Staff and request similar contact details for Police Liaison Officers at principal stations, particularly Local Area Command Police Liaison Officer (and Police I.T. staff/Intelligence staff) as well as the Court Administration Supervisor/Clerk. Regular meetings between liaison officers are recommended to be held every month initially to review arrangements and data quality. Where disputes arise that cannot be resolved locally, there should be a nominated liaison officer at regional and state levels to determine standard policy and procedure.

The table below describes the information flow of standard forms and reports between the various players in MERIT.

Table 3: Interagency Information flow at Local and State level

| Level | Data exchange | Standard form/report | Information shared |
|-----------------|------------------------------|--|--|
| Local | Police to MERIT | Referral Sheet | Referring Police Officer, Station, Phone No., Client Name, DOB, Address, Phone, Event No., Court Hearing Date |
| | | Police Bail Papers | Client Details, Bail Conditions |
| | | Charge Sheet | MERIT-referred charges (charges identified at time of referral for which the client is bailed to MERIT) |
| | | Criminal History | Past convictions number, jail yes/no |
| | MERIT to Police | Weekly list | Lists of new clients; clients who have exited the program clients currently in rehab or detox (ie. off the street); (client name, CNI and their exit status); Internal copy within Police for entry of warnings into COPS system |
| | Court to MERIT | Weekly list | New hearings; shows results |
| | | Criminal History | Past convictions number, jail yes/no |
| | | Court Bail Papers | Client Details, Bail Conditions |
| | MERIT to Court | Initial reports | A new client who has been accepted into program |
| | | Progress reports | For each adjournment date before exiting program |
| Final report | | Client's result in program | |
| Additional info | | MERIT may supply a Breach to Court report or a Breach to Police report where a breach of Bail occurs | |
| State | MERIT to Centre for Drug and | Monthly report | Statistical output from MIMS database focusing on the MERIT program to date (numbers referred, assessed) |

| | | | |
|--|---------|------------------------------|--|
| | Alcohol | Quarterly report | Statistical output from MIMS database focusing on figures for each quarter of the financial year |
| | | Monthly NMDS-AODTS report | Unit record file output from MIMS for activity of MERIT team as treatment providers |
| | | Qualitative Quarterly report | Statistical and qualitative report on the activity and finance of the MERIT Team |
| | | NMDS-DIV report | Submission of NMDS-DIV unit record file to Commonwealth |

Data Collection Tools

The MERIT Information Management System (MIMS) is the primary data collection tool for the MERIT program. It is an Access database that has been developed specifically for MERIT and includes facilities for generating all required statistical and unit record reports. MIMS is a unique database that not only accommodates the Australian Health and Community Services standards but also the Quality Framework Standards for NSW Health reporting requirements and those of the court. The MIMS is secure from agencies making local changes; requests for local level changes should be forwarded to the MERIT Program Monitoring and Evaluation Group for formal approval. If changes are approved, the Diversion Data Implementation Group will decide whether the changes should be made at a local level only or implemented statewide. The MERIT Database:

- directs the allocation, content and processing of client records;
- ensures confidentiality of all client records in reporting and data submissions;
- contains sufficient and appropriate information to identify the client, explain the assessment, treatment and care of his/her drug problem and related health and lifestyle issues, and documents progress and outcomes;
- is a record system for the documentation of all programs, including group work and activities for early identification and intervention;
- includes a comprehensive client database that includes the provision for detailed reporting of the NMDS-AODTS and the NMDS-DIV Data Sets. Unlike other Health data collections, the MERIT System includes aspects of the criminal histories of clients (where available); and,
- includes provision for output of data on clients and program monitoring and performance indicators.

Please refer to the MIMS User Guide for more details about the features and functionality for the data collection tool.

Data Quality

Data collections require ongoing attention to quality. There is a need to attend to detail in the way questions are asked, data entry and handling of 'not stated' or 'null' information and edit checking, non-response and follow-up with data providers in order to ensure the highest quality data possible. Missing data should be kept to a minimum.

Data quality can vary significantly due to the nature of the MERIT program involving so many different agencies and consequently having so many sources of information. The MERIT team is responsible for all data checking, validation, verification and dispatching of data generated from within their region. All data received by NSW Health will be reviewed to detect obvious omissions or errors. In these cases, the MERIT Team will be contacted for clarification.

There are two forms of data quality checks that should be applied to the data set before it is submitted to NSW Health. These include:

1. **Validity checks** are used to ensure that values entered for each data element are within a valid numeric range. For example, responses to the data element *Injecting Drug Use* should only be coded as a single figure within the range of 1-4 or as 9. Any response that does not fall within this range has to be an error. Therefore, validity edits should identify incorrect and missing codes.

2. **Logic checks** are used to ensure internal consistency between responses, and to ensure that nonsensical responses are not included. For example, when the response for *Injecting Drug Use* = 4 (never injected), the response for *Method of Use for Principal Drug of Concern* cannot = 3 (injects).

Validity checks are performed first, so that logic checks can be performed on valid data.

The following table contains some examples of recommended logic checks to be applied to the data set.

Table 4: Logic checks

| No. | Check on Field | Logic Check Rule |
|-----|----------------------|---|
| 1 | cessation date | Cannot be prior to referral date |
| 2 | cessation date | Cannot be entered until all MDS fields have a value |
| 3 | cessation date | Cannot have value if program entry status not in 'Accepted','Not Accepted', 'Declined' or 'Transferred from other MERIT team' |
| 4 | eligible | Cannot be entered if referral date is blank |
| 5 | CNI number | warning if prior instance of same value of CNI to check client code and episode number |
| 6 | method of use | Cannot be inject if 'last injected' is 'Never' |
| 7 | program entry status | Cannot have value if referral date is blank |
| 8 | program entry status | Cannot be entered (except for 'referral only' or 'transferred from') with blank eligibility date |
| 9 | program entry status | Cannot be 'Referral only' where eligibility date has a value |
| 10 | program entry status | Cannot be 'Accepted' where 'suitability date' is blank |
| 11 | program entry status | Warning where program entry date is blank for 'Accepted' |
| 12 | program entry status | Where 'Declined' or 'Not Accepted' Main treatment is set to 'Assessment only' |
| 13 | exit status | Cannot be entered unless exit date has a value |
| 14 | exit status | Cannot be entered where programme entry status is blank, 'eligible' or 'suitable' |
| 15 | exit status | '(N/A)Never entered program' only used where program entry status is 'Not-Accepted', 'Declined' or 'Referral only' |
| 16 | client code | displays message if value already used in previous episode |
| 17 | program exit date | Cannot be less than 'program entry date' |
| 18 | program exit date | Cannot be entered where programme entry status is 'accepted' and CNI number is blank |
| 19 | date of birth | Age cannot be less than 17. If 17, then warning message displayed. (Does not apply to Wellington Options) |
| 20 | first&last name | Displays existence of previous episodes and ability to select client code already used in previous episodes. |
| 21 | drug use | If record exists, principal drug must be selected |
| 22 | drug use | Cannot be more than one principal drug |
| 23 | drug use | 'Inadequately described' cannot be used where eligible is true |
| 24 | EntryInterview | Cannot be entered if 'Injecting drug use' is blank |
| 25 | EntryInterview | Cannot be entered if 'Principal Income' is blank |
| 26 | EntryInterview | Cannot be entered if 'Accommodation' is blank |
| 27 | EntryInterview | Cannot be entered if 'Entry Interview date' is blank |
| 28 | EntryInterview | warning if blank fields in 'Extent of Recent Drug Use questions' |
| 29 | EntryInterview | warning if blank fields in 'Blood Borne Virus Risk questions' |
| 30 | EntryInterview | warning if blank fields in 'SDS questions' |
| 31 | ExitInterview | Cannot be entered if 'Exit Interview date' is blank |

The MIMS database performs these checks and includes security and other features to ensure quality and consistency of data collection in accordance with the NSW Health Department's Quality of Care Framework. This highlights successful outcomes in the areas of efficiency, appropriateness, access, safety and effectiveness. Case notes are prepared on a format that is consistent with quality

management systems, with data entered on each review of the case plan. Any planned reviews will cover completeness and accuracy of documentation/reports and consistency of program's development and the agreed focus/scope and priority.

Data Ownership

Data ownership involves the exchange, linkage and use of data. The data custodian for statewide MERIT data is the Deputy Director General, Chief Health Officer, NSW Health Department. The data custodian for each MERIT Team is the CEO of the Area Health Service. Services should not be encouraged to publicise diversion data. If services wish to publish this data, a request for approval to publish should go to the Chief Health Officer who can determine the level of approval appropriate.

MERIT Team staff must also be aware of the need for ethical management and reporting of data. Consideration should be given as to how the information is analysed, and in particular how it is to be used, interpreted and reported so that the information does not have unintended repercussions or consequences. Reporting should not allow the identification of individuals and must be published in a form that gives due regard to cultural and other sensitivities.

Where any doubt exists as to the appropriate use of data, refer to the Information Privacy Code of Practice 1998 and the Ethical Management of Health Information Discussion Paper 1999. Both these items are available from NSW Health Web or the Better Health Centre (phone: (02) 9816 0452 fax: (02) 9816 0492).

A client consent form is available for signature at the beginning of the program however it may not cover how all that information may be used. The client consent form currently varies across areas. The client should be made aware that participation in the program is not reliant of giving consent.

Privacy and Confidentiality

Whenever data are collected or disseminated, in regard to individuals or service provider organisations, the issues of privacy and confidentiality must be considered. All aspects relating to collection, collation, use and reporting of the data are subject to the NSW Health Information Privacy Code of Practice. Individual clients should not be identifiable through inclusion of any combination of data domains. For example, no identifiers for persons or establishments will be reported and no data when there are less than 5 in a cell will be reported for client confidentiality reasons.

The MERIT database is secured through password protection and can only be accessed by authorised personnel (Access is restricted to local MERIT team members only plus the NSW MERIT Database Manager). All reports distributed outside the region contain de-identified data only. Identified data is only distributed between agencies locally for operational purposes. The MERIT database currently collects name and address information that raises privacy concerns. This information is necessary for the operation of the program but is not be extracted for any reports.

Data Submission

MERIT Program data is currently submitted on a monthly basis to Centre for Drug and Alcohol (statistical reports and NMDS-AODTS) and on a quarterly basis to Centre for Drug and Alcohol for activity and financial progress reports. The NMDS-DIV being collated for the Commonwealth on a quarterly basis.

Monthly reports are due to Centre for Drug and Alcohol by the 14th of the month following the reporting period. Quarterly reports are due to Centre for Drug and Alcohol by the 21st of the month following the reporting quarter. NMDS-AODTS unit record files are due to Centre for Drug and Alcohol by the 21st of the month following the reporting period. Unit record files must be submitted in the required data file layout (see Appendix 1) and be password protected.

Disidentified copies of the database may be requested on a regular basis by the NSW MERIT Program Monitoring and Evaluation Group for inclusion in a statewide MERIT Database currently being developed.

Reporting Requirements

The collection guidelines include an explanation of which data items are required by which report, why they are required, their frequency and to whom. These details are also included in the data dictionary for each data item. The MERIT program is required to report to the Commonwealth as part of the NMDS on Diversion. The MERIT program is also required to report to various NSW committees including quarterly reports to Attorney General's and NSW Health.

SECTION 3: What's New for 1 Sept 2003

Data Item Summary

| Data Item | Source of Information | Required/ Optional | Required/Used For | New | Modified |
|---|--|-----------------------|-----------------------|-----|----------|
| Criminal Justice Data Items | | | | | |
| Charge Type | Police Charge Sheet, Police Fact Sheet | RAS | NMDS - Diversion | | |
| Court Location | Police & Court Bail Papers | RRF | Operations, Reporting | | Y |
| Court Location – Primary Court (Y/N) | MERIT Team | RRF | Operations, Reporting | Y | |
| Court Location – Other Court (Y/N) | MERIT Team | RRF | Operations, Reporting | Y | |
| Current Court Orders | Criminal History, | RAS | Operations | | |
| Date of Court Appearances | Court Day Listing | O | Operations | | |
| Date of Most Serious Offence | Police Charge Sheet | RAC | NMDS - Diversion | | |
| Date of Program Entry By Court | Court Bail Papers | RAC | Operations | | |
| Date of Referral to MERIT | Police & Court Bail Papers | RRF | NMDS - Diversion | | |
| Drug Type Relating to Drug-Related Charge | Police Charge Sheet | RAC | NMDS - Diversion | | |
| Notes (Court Appearances) | MERIT Team | O | Operations | | |
| Periodic Detention (Y/N) | Assessment Form | O | Operations | | |
| Postcode of Most Serious Offence | Police Charge Sheet | RAC | NMDS-Diversion | | |
| Report Type (Court Appearances) | MERIT Court Reports | O | Operations | | |
| Served Time in Gaol | Client, Criminal History | RAC | Outcome Reports | | |
| Source of Referral | Assessment Form | RRF | Operations, Reporting | | |
| Suburb of Most Serious Charge | Police Charge Sheet | RAC | Operations, Reporting | | |
| Total Adult Time Served in Gaol | Criminal History, Client | O | Client Profile | | |
| Unique Identifier – CNI | Police Charge Sheet, Criminal History | RAC | NMDS - Diversion | | Y |

Deleted Criminal Justice data items

| Data Item | Source of Information | Required/ Optional | Previously Required For | Deleted |
|---------------------------------------|----------------------------------|-----------------------|-------------------------|---------|
| Client Final Plea | Client | O | Outcome Reports | Y |
| Date of Finding of Court | Court Result Listing | R | Outcome Reports | Y |
| Date of Initial Court Appearance | Police & Court Bail Papers | R | Operations | Y |
| Date of Last Conviction | Criminal History, GLC System | O | Client Profile | Y |
| Date of Most Serious Charge | Police Charge Sheet | R | Operations | Y |
| Drug Quantity for Drug-Related Charge | Police Charge Sheet | O | Operations | Y |
| Finding Of Court | Court Result Listing | R | Outcome Reports | Y |
| Notes (Sentence Outcomes) | MERIT Team | O | Operations | Y |
| Past Convictions – Number | Criminal History | O | Client Profile | Y |
| Probation/Parole Svc ID-MIN | Probation & Parole, Client | O | Liaison – P&P | Y |
| Sentence Outcomes | Court Result Hearing, GLC System | R | Outcome Reports | Y |

Section 3: What's New for Sept 2003

| Data Item | Source of Information | Required/ Optional | Required For | New | Modified |
|--|-----------------------|-----------------------|-----------------------|-----|----------|
| MERIT Team Data Items | | | | | |
| Aboriginal and Torres Strait Islander Origin | Client | RAS | NMDS - Diversion | | |
| Additional Services Purchased | MERIT Team | O | Local Budget | | |
| Additional Services Purchased - Cost | MERIT Team | O | Local Budget | | |
| Administrative Notes | MERIT Team | O | Operations | | |
| Case Management Issues | MERIT Team | RAS | Operations | | |
| Case Worker Name | MERIT Team | RSC | Operations | | |
| Client Code | MERIT Team | RAS | NMDS - Diversion | | |
| Client Current Street Address | Client | RRF | Operations | | |
| Client Name - Alias | Client | O | Operations | | |
| Client Name - First | Client | RRF | Operations | | |
| Client Name - Middle | Client | RRF | Operations | | |
| Client Name - Nickname | Client | O | Operations | | |
| Client Name - Surname | Client | RRF | Operations | | |
| Client Phone Number #1 | Client | RRF | Operations | | |
| Client Phone Number #2 | Client | O | Operations | | |
| Client Postcode of Current Address | Client | RRF | NMDS - Diversion | | |
| Client Suburb of Current Address | Client | RRF | Operations | | |
| Country of Birth | Client | RAS | NMDS - Diversion | | |
| Date of Birth | Client | RSC | NMDS - Diversion | | |
| Date of Birth Status | Client | RSC | NMDS - Diversion | | |
| Date of MERIT Assessment Outcome | MERIT Team | RAS | Operations, Reporting | | |
| Date of MERIT Eligibility Screen | MERIT Team | RSC | Operations | | |
| Date of Transfer from Another MERIT Team | MERIT Team | RAT | MERIT Team | | |
| Date of Transfer to Another MERIT Team | MERIT Team | RAT | MERIT Team | | |
| Date of Treatment Cessation with MERIT Team | MERIT Team | RAS** | NMDS - Diversion | | |
| Drug of Concern | Client | RAS | NMDS - Diversion | | Y |
| Emergency Contact - Name | Client | RSC | Operations | | |
| Emergency Contact - Phone Number | Client | RSC | Operations | | |
| Emergency Contact - Postcode | Client | RAC | Operations | | |
| Emergency Contact - Relationship | Client | RAC | Operations | | |
| Emergency Contact - Street Address | Client | RAC | Operations | | |
| Emergency Contact - Suburb | Client | RAC | Operations | | |
| Highest Level of Education | Client | O | Client Profile | | |
| Injecting Drug Use | Client | RAS | NMDS - Diversion | | |
| Living Arrangement | Client | RAS | NMDS - Diversion | | |

Section 3: What's New for Sept 2003

| Data Item | Source of Information | Required/ Optional | Required For | New | Modified |
|---|-----------------------|-----------------------|---------------------|-----|----------|
| Main Treatment Type | MERIT Team | RAS | NMDS - Diversion | | |
| Marital Status | Client | O | Client Profile | | |
| Medicare Number | Client | O | Operations | | |
| MERIT Establishment ID | MERIT Team | RRF/RAT | NMDS - Diversion | | |
| MERIT Establishment ID - Transferred From | MERIT Team | RAT | NMDS - Diversion | | |
| MERIT Establishment ID - Transferred To | MERIT Team | RRF | NMDS - Diversion | | |
| MERIT Program Episode Number | MERIT Team | RRF | Operations | | |
| MERIT Team Eligibility Screen Outcome | MERIT Team | RSC | Operations, Reports | | |
| MERIT Team Suitability Assessment Outcome | MERIT Team | RAS | Operations | | |
| Message OK | Client | RRF | Re: contact | | |
| Method of Use for Principal Drug of Concern | Client | RAS | NMDS - Diversion | | |
| Number of Children | Client | RAS | Operations | | |
| Number of Dependants | Client | RAS | Operations | | |
| Number of Others Residing With Client | Client | RAS | Operations | | |
| Other Treatment Types | MERIT Team | RAS | NMDS - Diversion | | |
| Preferred Language | Client | RAS | NMDS - Diversion | | |
| Previous Treatment | MERIT Team | RAS | NMDS - Diversion | | |
| Principal Drug of Concern | Client | RAS | NMDS - Diversion | | Y |
| Principal Source of Income | Client | RAS | NMDS - Diversion | | |
| Program Entry Status | MERIT Team | RRF | Operations | | |
| Program Exit Date | MERIT Team | RRF* | Operations, Reports | | |
| Program Exit Status | MERIT Team | RRF* | Operations, Reports | | |
| Reason for Cessation | MERIT Team | RAS** | NMDS - Diversion | | |
| Reason Non-Acceptance into MERIT | MERIT Team | RNAC | Operations | | Y |
| Referral Contact – Name | MERIT Team | RRF | Operations | | |
| Referral Contact - Phone Number | MERIT Team | O | Operations | | |
| Referral to Another Service | MERIT Team | RAS | NMDS - Diversion | | |
| Service Contact Dates | MERIT Team | RAS | NMDS - Diversion | | |
| Sex | Client | RAS | NMDS - Diversion | | |
| Usual Accommodation | Client | RAS | NMDS - Diversion | | |

Deleted MERIT Team data items

| Data Item | Source of Information | Required/ Optional | Previously Required For | Deleted |
|-----------------------|-----------------------|-----------------------|-------------------------|---------|
| Frequency of Use | Client | O | Client Profile | Y |
| Length of Use (Years) | Client | O | Client Profile | Y |
| Pattern of Use | Client | O | Client Profile | Y |

Section 3: What's New for Sept 2003

| Data Item | Source of Information | Required/Optional | Required For | New | Modified |
|---|-----------------------------|-------------------|--------------|-----|----------|
| External Agency Treatment Data Items | | | | | |
| <u>A. External agency treatment types provided</u> | | | | | |
| D&A Non-Residential Treatment - Type of treatment | MERIT Team, External Agency | RAC*** | Operations | | |
| D&A Residential Treatment - Type of Treatment | MERIT Team, External Agency | RAC*** | Operations | | |
| Non D&A Health and Other Service - Type of treatment/service | MERIT Team, External Agency | RAC*** | Operations | Y | |
| Pharmacotherapy Treatment - Type of treatment | MERIT Team, External Agency | RAC*** | Operations | | |
| <u>B. External agency treatment during the MERIT Program</u> | | | | | |
| D&A Non-Residential Treatment During MERIT (Y/N) | MERIT Team, External Agency | RAC*** | Operations | | |
| D&A Residential Treatment During MERIT - Agency Name | MERIT Team, External Agency | RAC*** | Operations | | |
| D&A Residential Treatment During MERIT - Date of Cessation | MERIT Team, External Agency | RAC*** | Operations | | |
| D&A Residential Treatment During MERIT - Date of Commencement | MERIT Team, External Agency | RAC*** | Operations | | |
| D&A Residential Treatment During MERIT – MERIT bed (Y/N) | MERIT Team, External Agency | RAC*** | Operations | | |
| D&A Residential Treatment During MERIT (Y/N) | MERIT Team, External Agency | RAC*** | Operations | | |
| Other Health (non D&A) Treatment During MERIT (Y/N) | MERIT Team, External Agency | RAC*** | Operations | | |
| Other Non-Health Service During MERIT (Y/N) | MERIT Team, External Agency | RAC*** | Operations | | |
| Pharmacotherapy Treatment at MERIT Program Entry (Y/N) | MERIT Team, External Agency | RAC*** | Operations | | |
| Pharmacotherapy Treatment Initiated or Modified During MERIT (Y/N) | MERIT Team, External Agency | RAC*** | Operations | | Y |
| <u>C. External agency treatment as at MERIT Program Exit Date</u> | | | | | |
| D&A Non-Residential Treatment Continued at MERIT Program Exit (Y/N) | MERIT Team, External Agency | RAC*** | Operations | | |
| D&A Residential Treatment Continued at MERIT Program Exit (Y/N) | MERIT Team, External Agency | RAC*** | Operations | | |
| Pharmacotherapy Treatment Continued at MERIT Program Exit (Y/N) | MERIT Team, External Agency | RAC*** | Operations | | |

Deleted External agency treatment data items

| Data Item | Source of Information | Required/Optional | Previously Required For | Deleted |
|--|-----------------------------|-------------------|-------------------------|---------|
| Other Health (non D&A) Treatment - Type of treatment | MERIT Team, External Agency | R | Operations | Y |
| Other Non-Health Service - Type of service | MERIT Team, External Agency | R | Operations | Y |

Section 3: What's New for Sept 2003

| Data Item | Source of Information | Required/Optional | Required For | New | Modified |
|-----------------------------------|-----------------------|-------------------|--------------|-----|----------|
| Diagnostic Test Data Items | | | | | |
| Drink Check Score | MERIT Team | O | Diagnostic | | |
| Drink Check Score - Date of Test | MERIT Team | O | Diagnostic | | |
| RCQ Score | MERIT Team | O | Diagnostic | | |
| RCQ Score - Date of Test | MERIT Team | O | Diagnostic | | |
| Urinalysis - Date of Test | MERIT Team | O | Diagnostic | | |

In addition to these diagnostic data items, for details of items relating to the MERIT Outcome Measure (Client Health-related Outcomes), currently on trial statewide, see the associated documentation provided by Peter Diccott of the MERIT Program Monitoring and Evaluation Group.

Deleted Diagnostic test data items

| Data Item | Source of Information | Required/Optional | Previously Required For | Deleted |
|---|-----------------------|-------------------|-------------------------|---------|
| DSM IV Code - Date of Test | MERIT Team | O | Diagnostic | Y |
| DSM IV Code - Diagnosis | MERIT Team | O | Diagnostic | Y |
| DSM IV Code - Level of Criteria Met Score | MERIT Team | O | Diagnostic | Y |
| DSM IV Code - Onset Score | MERIT Team | O | Diagnostic | Y |
| DSM IV Code - Recency Score | MERIT Team | O | Diagnostic | Y |
| GHQ 28 Score - A Score | MERIT Team | O | Diagnostic | Y |
| GHQ 28 Score - B Score | MERIT Team | O | Diagnostic | Y |
| GHQ 28 Score - C Score | MERIT Team | O | Diagnostic | Y |
| GHQ 28 Score - D Score | MERIT Team | O | Diagnostic | Y |
| GHQ 28 Score - Date of Test | MERIT Team | O | Diagnostic | Y |
| GHQ 28 Score - Total Score | MERIT Team | O | Diagnostic | Y |
| ICD10 Code - Date of Test | MERIT Team | O | Diagnostic | Y |
| ICD10 Code - Level of Criteria Met Score | MERIT Team | O | Diagnostic | Y |
| ICD10 Code - Onset Score | MERIT Team | O | Diagnostic | Y |
| ICD10 Code - Recency Score | MERIT Team | O | Diagnostic | Y |
| Other Diagnostic Test - Date of Test | MERIT Team | O | Diagnostic | Y |
| Other Diagnostic Test - Name of Test | MERIT Team | O | Diagnostic | Y |
| Other Diagnostic Test - Test Score | MERIT Team | O | Diagnostic | Y |
| Urinalysis - Amphetamines | MERIT Team | O | Diagnostic | Y |
| Urinalysis - Benzodiazepines | MERIT Team | O | Diagnostic | Y |
| Urinalysis - Cannabinoids | MERIT Team | O | Diagnostic | Y |
| Urinalysis - Cocaine | MERIT Team | O | Diagnostic | Y |
| Urinalysis - Methadone | MERIT Team | O | Diagnostic | Y |
| Urinalysis - Opiates | MERIT Team | O | Diagnostic | Y |

Section 3: What's New for Sept 2003

| Required/Optional Key | |
|------------------------------|--|
| RRF | Required for all referred clients |
| RAT | Required for transfers from other teams |
| RSC | Required for all clients given intake or eligibility screening |
| RAS | Required for clients given full assessment |
| RAC | Required for all accepted clients |
| RNAC | Required for all non-accepted clients |
| * | Where the client has exited the program |
| ** | Where the client has ceased treatment |
| *** | Where external treatments/services have been provided while on program |

Data Dictionary User guide

Purpose of the data dictionary

The NSW MERIT Data Dictionary is a compilation of all data items that are required for collection within New South Wales. This also includes the items that are required for the National Minimum Data Set for AODTS and Diversion.

The dictionary has been developed to support the process of data collection, by assisting the implementation of data systems and the development of training programs. It will also provide an ongoing reference source for data managers and clinicians, and serve as a tool to support data analysis and interpretation.

General guidelines

The data items and coding schemes provided in this data dictionary comprise a minimum set of data, which meets the reporting requirements for treatment agencies reporting to the New South Wales Health Department and the Commonwealth Department of Health and Aging.

MERIT teams may collect data that is additional to the items specified in this dictionary. MERIT teams may also use a more detailed coding scheme than that which is specified for any data item, as long as the requirements of that item are met.

If you are in doubt about the proper usage of any data items, please contact the NSW MERIT Database Manager.

Definition structure

Each definition is comprised of four main sections:

- 1. Definition and context**
This is the key reference section for each data item, and includes the actual definition of the item, as well as a context section that explains the intended application and purpose of the items.
- 2. Representation and data domain**
This contains the data domain (coding) for each item, which presents the selection of responses that will appear on paper forms or computer systems. It also provides software configuration information.
- 3. Guidelines and collection rules**
This provides further information about how the data item should be collected, including the 'Guide for Use', 'Related Data', 'Comments' and 'Required?'. The guide for use contains an explanation of the data domain where required and whether the item is part of the required NMDS for AODTS or Diversion. All NMDS items are included in the Data Dictionary and are part of the NSW collection.
- 4. Administrative information**
This is comprised of information about the version of the data item and from when it is effective.

SECTION 4: Criminal Justice Data Items

Charge Type

Definition: The current offence(s) with which the client is charged at the time of referral to MERIT.

Context: Used for program evaluation, operations and statistical reporting purposes.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|-----------------|
| ChargeCode | Numeric | 2 | CriminalCharges |

| Data Domain: | Code | Description |
|---------------------|-------------|--|
| | 21 | Assault |
| | 23 | Indecent Assault, act of indecency |
| | 26 | Robbery without a weapon |
| | 28 | Robbery with a weapon not a firearm |
| | 29 | Other offences against the person |
| | 30 | Break and enter - dwelling |
| | 31 | Break and enter - non dwelling |
| | 32 | Receiving |
| | 33 | Goods in custody |
| | 34 | Motor vehicle theft |
| | 35 | Fraud |
| | 36 | Demand for money with menace/extortion, blackmail |
| | 37 | Arson |
| | 38 | Malicious damage of property |
| | 39 | Offensive behaviour |
| | 40 | Prostitution offences |
| | 41 | Betting and gaming offences |
| | 42 | Weapons offences |
| | 43 | Against justice procedures: Escapee |
| | 44 | Breach apprehended violence order |
| | 45 | Breach bail conditions |
| | 46 | Breach of recognisance |
| | 47 | Fail to appear |
| | 48 | Other offences against justice procedures |
| | 49 | Culpable driving |
| | 50 | PCA |
| | 51 | Drive while disqualified |
| | 52 | Drive manner/speed dangerous |
| | 53 | Other driving offences |
| | 54 | Drive under influence of drug |
| | 55 | Other offences |
| | 60 | Cocaine possession |
| | 61 | Cocaine use/administer |
| | 62 | Cocaine supply |
| | 63 | Narcotics possession |
| | 64 | Narcotics use/administer |
| | 65 | Narcotics supply |
| | 66 | Cannabis possession |
| | 67 | Cannabis use/administer |
| | 68 | Cannabis cultivate |
| | 69 | Cannabis supply |
| | 70 | Other drugs possession |
| | 71 | Other drugs use/administer |
| | 72 | Other drugs supply |
| | 74 | Other drug charges |
| | 75 | Other theft |
| | 77 | Consorting with persons convicted of indictable offences |
| | 76 | Larceny |

| | |
|-----------------------------|--|
| Guide for use: | Only the current charges are entered. Other outstanding charges are not recorded. Currently only non-indictable offences are valid, however indictable offences can be selected if authorised. See Appendix for grouping of charge type. |
| Related data: | Date of Most Serious Charge, Drug Type Related to Charge, Drug Quantity for Drug Related Charge |
| Comments: | Multiple response item |
| Required? | Required by NMDS Diversion |
| Administrative info: | Version 3 - Effective 1 Sept 2003 |

Court Location

| | | | |
|-----------------------------|---|---------------------------|--------------|
| Definition: | The local court where the client's current charges are being heard at the time of referral to MERIT.. | | |
| Context: | Used for liaison, statistical reporting purposes, and operations. | | |
| Representation | | | |
| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
| ReferringCourt | Numeric | 3 | MeritClients |
| Data Domain: | Code | Description | |
| | Three digit code for court | valid name of local court | |
| Guide for use: | See MERIT database or Appendix for complete listing. | | |
| Related data: | Court Location-Primary Court, Court Location-Other Court | | |
| Comments: | | | |
| Required? | Required for MERIT operations and reporting. | | |
| Administrative info: | Version 3 - Effective 1 Sept 2003 | | |

Court Location-Primary Court (Y/N)

| | | | |
|-----------------------------|---|--------------------|----------------|
| Definition: | Whether the local court indicated is a Primary referring court of clients to this AHS MERIT Program. | | |
| Context: | Used for reporting purposes. | | |
| Representation | | | |
| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
| PrimaryCourt | Numeric | 1 | ReferringCourt |
| Data Domain: | Code | Description | |
| | 1 | Yes | |
| | 2 | No | |
| Guide for use: | See MERIT database or Appendix for complete listing. | | |
| Related data: | Court Location-Other Court | | |
| Comments: | See http://www.lawlink.nsw.gov.au/cpd/merit.nsf/pages/prg_coverage | | |
| Required? | Required for MERIT operations and reporting. | | |
| Administrative info: | Version 3 - Effective 1 Sept 2003 | | |

Court Location-Other Court (Y/N)

Definition: Whether the local court indicated is a Non-Primary court referring clients to this AHS MERIT Program.

Context: Used for reporting purposes.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|----------------|
| PrimaryCourt | Numeric | 1 | ReferringCourt |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Yes |
| | 2 | No |

Guide for use: See MERIT database or Appendix for complete listing.

Related data: Court Location-Primary Court

Comments: See http://www.lawlink.nsw.gov.au/cpd/merit.nsf/pages/prg_coverage

Required? Required for MERIT operations and reporting.

Administrative info: Version 3 - Effective 1 Sept 2003

Current Court Orders

Definition: The current court orders to which the client is subject.

Context: Used in operations.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| CourtOrderID | Numeric | 2 | CourtOrders |

| Data Domain: | Code | Description |
|---------------------|-------------|---------------------------------|
| | 01 | Bond Section 9 |
| | 02 | Bond Section 10 |
| | 03 | Bond Section 11 |
| | 04 | Suspended sentence |
| | 05 | Parole |
| | 06 | Community Service Order |
| | 07 | Periodic Detention |
| | 08 | AVO |
| | 09 | Outstanding warrants interstate |
| | 11 | Interstate Bond |
| | 98 | Other |
| | 99 | Not known |

Guide for use: Current court orders are pre-existing conditions the MERIT client is subject to and is not to do with MERIT court orders. The case management of the client may be affected by the client's outstanding court orders.

Related data:

Comments: Multiple response item

Required? Required for MERIT operations.

Administrative info: Version 2 - Effective 1 July 2002

Date of Court Appearances

Definition: The dates of court appearances for hearing (or mentioning) the client's charges.

Context: Used for operational reports in anticipation of preparation of reports to court.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|------------------|
| AdjournmentDate | Date/Time | 8 | AdjournmentDates |

Data Domain: ddmmyyyy

Guide for use: The MERIT team will need to set up procedures for getting this information in court.

Related data: Date of Initial Court Appearance, Date of Finding of Court.

Comments: Multiple response item

Required? Optional for MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

Date of Most Serious Offence

Definition: The offence date of the most serious current charge at the time of referral to MERIT..

Context: Used in statistical reporting and for operational purposes.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| DateCharged | Date/Time | 8 | MeritClients |

Data Domain: ddmmyyyy

Guide for use: See Appendix for hierarchy of penalty listing.

Related data:

Comments:

Required? Required by NMDS Diversion

Administrative info: Version 1 - Effective 1 July 2001

Date of Program Entry By Court

Definition: The date on which the client is formally bailed to MERIT for treatment by the Magistrate.

Context: Used in statistical reporting, operational reports and in some reports as the official entry date on to the program.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| DateOfOffence | Date/Time | 8 | MeritClients |

Data Domain: ddmmyyyy

Guide for use:

Related data:

Comments:

Required? Required for MERIT operations.

Administrative info: Version 1 - Effective 1 July 2002

Date of Referral to MERIT

Definition: Date on which the client was first referred to the program by police, solicitor, magistrate, Probation and Parole or self for assessment.

Context: Used in statistical reports and operations.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| ReferralDate | Date/Time | 8 | MeritClients |

Data Domain: ddmmyyyy

Guide for use:

Related data: Source of Referral

Comments:

Required? Required by NMDS Diversion

Administrative info: Version 1 - Effective 1 July 2001

Drug Type Relating to Drug-Related Charge

Definition: The name of the drug associated with a MERIT drug-related charge.

Context: Used in case management and reporting. Used for NMDS-Diversion.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|-------------------------------|
| TypeOfDrug | Numeric | 1 | CriminalChargesDrugTypeWeight |

| Data Domain: | Code | Description |
|---------------------|-------------|------------------------------|
| | 1 | Opiates |
| | 2 | Cannabis |
| | 3 | Hallucinogens |
| | 4 | Amphetamines |
| | 5 | Barbiturates/Benzodiazepines |
| | 6 | Cocaine |
| | 7 | Other drug |
| | 8 | Ecstasy |
| | 9 | Not applicable |

Guide for use: If a charge is drug-related, the drug type should be specified.

Related data: Drug Quantity for Drug-Related Charge.

Comments: Multiple response item.

Required? Required by NMDS Diversion

Administrative info: Version 1 - Effective 1 July 2001

Notes (Court Appearances)

Definition: Notes related to court appearances (adjournments) for the client.

Context: Used for operational purposes by MERIT staff.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|------------------|
| Notes | Alphanumeric | 255 | AdjournmentDates |

Data Domain: text
Guide for use:
Related data: Date of Court Appearances.
Comments:
Required? Optional for MERIT operations.
Administrative info: Version 1 - Effective 1 July 2001

Periodic Detention (Y/N)

Definition: Whether a client has spent any time in a periodic detention centre.
Context: Used in case management, reporting and program evaluation.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| | Numeric | 1 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Yes |
| | 2 | No |
| | 9 | Not known |

Guide for use:
Related data: Served Time in Gaol, Total Adult Time Served in Gaol.
Comments:
Required? Optional for Attorney General's Department report.
Administrative info: Version 1 - Effective 1 July 2002

Postcode of Most Serious Offence

Definition: The postcode of the most serious current offence for which they were charged .
Context: In conjunction with 'Suburb of Most Recent Offence' this item is used in statistical reporting.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| PostCodeOfOffence | Numeric | 4 | MeritClients |

Data Domain: valid postcode
Guide for use: This information is available on the charge papers.
Related data: Suburb of Most Serious Offence
Comments:
Required? Required by NMDS Diversion
Administrative info: Version 1 - Effective 1 July 2001

Report Type (Court Appearances)

Definition: Type of report submitted for a MERIT client's court appearance (adjournments) or to the police.

Context: Used for operations.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|------------------|
| ReportCode | Numeric | 1 | AdjournmentDates |

| Data Domain: | Code | Description |
|---------------------|-------------|----------------------------------|
| | 1 | Initial (on start of program) |
| | 2 | Progress |
| | 3 | Final (on completion of program) |
| | 4 | Breach to Court |
| | 5 | Breach to Police |
| | 9 | No report required |

Guide for use: Initial reports, interim progress reports and final reports to court are a required feature of the program for each accepted client. Where a client is breached, reports can be sent to the court and police as required. Each report the MERIT team writes is associated with hearing date but sometimes there are hearing dates where no report is required.

Related data:

Comments:

Required? Required for MERIT outcome reports.

Administrative info: Version 1 - Effective 1 July 2001

Served Time in Gaol

Definition: Whether the client has ever served time in gaol.

Context: Used for program evaluation.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| TimeinGaol | Numeric | 1 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Yes |
| | 2 | No |
| | 9 | Unknown |

Guide for use:

Related data: Total Adult Time Served in Gaol.

Comments:

Required? Optional for MERIT outcome reports.

Administrative info: Version 1 - Effective 1 July 2002

Source of Referral

Definition: The source of referral to the MERIT program.

Context: Used in statistical reporting, analysis and operational. Required for NMDS-AODTS.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| ReferralSource | Numeric | 1 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|----------------------|
| | 12 | Police |
| | 13 | Magistrate |
| | 14 | Solicitor |
| | 15 | Probation & Parole |
| | 96 | Self |
| | 97 | Family member/friend |
| | 98 | Other |

Guide for use: Collected by the MERIT team.

Related data: Date of Referral to MERIT, Referral Contact Name, Referral Contact Phone.

Comments:

Required? Required for NMDS-DIV and NMDS-AODTS.

Administrative info: Version 1 - Effective 1 July 2001

Suburb of Most Serious Offence

Definition: The suburb of the most serious current offence with which they were charged at the time of referral to MERIT..

Context: In conjunction with Postcode of Most Recent Offence, this is used for statistical reporting.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| SuburbOffence | Alphanumeric | 30 | MeritClients |

Data Domain: Valid name of suburb

Guide for use:

Related data: Postcode of Most Serious Offence

Comments:

Required? Required for MERIT operations and reporting.

Administrative info: Version 1 - Effective 1 July 2002

Total Adult Time Served in Gaol

Definition: The total adult time the client has served in gaol (if applicable).

Context: Used in case management, reporting and program evaluation.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| ServedTime | Numeric | 1 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|----------------------|
| | 0 | No time served |
| | 1 | Less than 1 month |
| | 2 | 1 to <3 months |
| | 3 | 3 to <6 months |
| | 4 | 6 to <12 months |
| | 5 | 1 year to <5 years |
| | 6 | 5 years to <10 years |
| | 7 | 10 years+ |
| | 9 | Not known |

Guide for use: It is recommended that this data item is acquired by the criminal history but if this is not available then a verbal report from the client is acceptable.

Related data: Served Time in Gaol, Periodic Detention Centre.

Comments: This item does not include Periodic Detention Centre stays.

Required? Optional for Attorney General's Department report.

Administrative info: Version 1 - Effective 1 July 2002

Unique Identifier – CNI

Definition: Criminal Names Index. A unique number assigned by the police department.

Context: Used as a unique identifier in Police/Court systems and for cross-reference purposes.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| PoliceIdentifier | Numeric | 10 | MeritClients |

Data Domain: valid values 1-9999999999

Guide for use: Collection of CNI from Police charge sheet. Used for linkage of police, court and health data.

Related data:

Comments:

Required? Required by NMDS-DIV, Required for clients accepted onto the program

Administrative info: Version 3 - Effective 1 Sept 2003

SECTION 5: MERIT Team Data Items

Aboriginal and Torres Strait Islander Origin

Definition: An Aboriginal or Torres Strait Islander is a person of Aboriginal or Torres Strait Islander descent who identifies as an Aboriginal or Torres Strait Islander and is accepted as such by the community in which he or she lives

Context: Australia's Aboriginal and Torres Strait Islander peoples occupy a unique place in Australian society and culture. Accurate and consistent statistics about Aboriginal and Torres Strait Islander peoples are needed in order to plan, promote and deliver essential services, to monitor changes in well-being and to account for government expenditure in this area.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| ATSIOrigin | Numeric | 1 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|--|
| | 1 | Aboriginal but not Torres Strait Islander origin |
| | 2 | Torres Strait Islander but not Aboriginal origin |
| | 3 | Aboriginal and Torres Strait Islander origin |
| | 4 | Neither Aboriginal nor Torres Strait Islander origin |
| | 9 | Not stated |

Guide for use: See the NSW Drug Treatment Data Dictionary for a full description.

Related data:

Comments:

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 1 - Effective 1 July 2001

Additional Services Purchased

Definition: Additional services provided to the agency that entail a cost to the client or agency.

Context: Used in budget analysis and reporting.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-----------------------|------------------|-------------|-----------------------------|
| AdditionalServiceCode | Numeric | 2 | AdditionalServicesPurchased |

| Data Domain: | Code | Description |
|---------------------|-------------|--|
| | 01 | Urinalysis |
| | 02 | Welfare assistance / meals |
| | 03 | Detox |
| | 04 | Emergency accommodation |
| | 05 | Prescription drugs (eg. pharmacotherapy) |
| | 06 | Travel expenses |
| | 07 | Medical fees (eg. Gap) |
| | 08 | Residential rehab fees |
| | 98 | Other |
| | 99 | None |

Guide for use: Select only when paid for.

Related data: Additional Services Purchased - Cost

Comments: Multiple Response Item

Required? Optional

Administrative info: Version 1 - Effective 1 July 2001

Additional Services Purchased - Cost

Definition: Cost of an additional service provided to the client.

Context: Used in budget analysis and reporting

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|-----------------------------|
| Cost | Currency | 8 | AdditionalServicesPurchased |

Data Domain: valid amount

Guide for use:

Related data: Additional Services Purchased

Comments: Multiple response item.

Required? Optional

Administrative info: Version 1 - Effective 1 July 2001

Administrative Notes

Definition: A free text field to capture any MERIT team administrative notes such as additional contact details.

Context: Used for MERIT operations.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|------------------|
| Notes | Alphanumeric | 256 | AdjournmentDates |

Data Domain: Free text field.

Guide for use:

Related data:

Comments:

Required? Optional

Administrative info: Version 1 - Effective 1 July 2001

Case Management Issues

Definition: Case management issues that may be relevant to current treatment.

Context: Used in case management and referrals to other agencies.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| HealthCode | Numeric | 2 | Health |

| Data Domain: | Code | Description |
|---------------------|-------------|-------------------------------------|
| | 1 | Psychiatric/Mental Health |
| | 2 | Risk behaviour management |
| | 3 | Employment |
| | 4 | Housing |
| | 5 | Education/training/literacy |
| | 6 | Family, parenting and relationships |
| | 7 | Financial |
| | 8 | Physical health/medical |
| | 9 | Other |

Guide for use: Issues impacting on treatment now and may need to be addressed.

Related data:

Comments: Multiple response item.

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2002

Case Worker Name

Definition: The full name of the allocated case worker for the client.

Context: Used for operations.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| CaseWorker | Alphanumeric | 50 | MeritClients |

Data Domain: valid name of case worker

Guide for use: Each client must have an allocated case worker who is solely responsible for the case management of the client while on the program.

Related data:

Comments:

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

Client Code

Definition: Person identifier unique within agency or Area Health Service.

Context: Used for MERIT operations.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|----------------|--------------|
| MRN | Alphanumeric | Min 4 - max 12 | MeritClients |

Data Domain: number

Guide for use: Can be created by the MERIT team. Can use MRN. Must add leading zeros to create minimum 4 digit field size. Can be automatically generated by the MERIT database. The client code must be unique within an AHS. See the NSW Drug Treatment Data Dictionary for a full description.

Related data:

Comments:

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 1 - Effective 1 July 2001

Client Current Street Address

Definition: The current residential street address of the client at time of assessment.

Context: Required to facilitate contact with the client.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| Address1 | Alphanumeric | 50 | MeritClients |

Data Domain: Concatenation of: Unit number, Number, Street (or equivalent)

Guide for use: This item should be kept up to date. If a client is homeless, the MERIT team should be assisting the client with finding a home.

Related data: Client Postcode of Current Address, Client Suburb of Current Address.

Comments:

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

Client Name - Alias

Definition: Other name, distinct from nickname.

Context: Facilitates individual identification of the client.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| Alias | Alphanumeric | 255 | MeritClients |

Data Domain: name

Guide for use: Information obtained from criminal history and/or client. Can be blank. Separate names with commas.

Related data: Client Name - First, Client Name - Middle, Client Name - Nickname, Client Name - Surname.

Comments:

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

Client Name - First

Definition: The first name given to a client, which is that person's identifying name within the family group, or the name by which the person is socially identified.

Context: Used for administrative purposes and individual identification

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| FirstName | Alphanumeric | 25 | MeritClients |

Data Domain: name

Guide for use:

Related data: Client Name - Alias, Client Name - Middle, Client Name - Nickname, Client Name - Surname.

Comments: This data will not be included in any data extract or reports for confidentiality reasons.

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

Client Name - Middle

Definition: The middle name given to a client.

Context: Used for administrative purposes and individual identification

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| MiddleNames | Alphanumeric | 50 | MeritClients |

Data Domain: name

Guide for use:

Related data: Client Name - Alias, Client Name - First, Client Name - Nickname, Client Name - Surname.

Comments:

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

Client Name - Nickname

Definition: The informal name given to a client, which may be that person's identifying name.

Context: To facilitate individual identification.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| NickName | Alphanumeric | 50 | MeritClients |

Data Domain: name

Guide for use:

Related data: Client name - Alias, Client Name - First, Client Name - Middle, Client Name - Surname.

Comments:

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

Client Name - Surname

Definition: The name a person has in common with other members of her/his family, as distinguished from her/his first given name.

Context: Used for administrative purposes and individual identification.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| LastName | Alphanumeric | 50 | MeritClients |

Data Domain: Valid names

Guide for use:

Related data: Client Name - Alias, Client Name - First, Client Name - Middle, Client Name - Nickname.

Comments:

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

Client Phone Number #1

Definition: The primary phone number of the client.

Context: Required to facilitate contact with the client.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| PhoneNumber | Numeric | 15 | MeritClients |

Data Domain: Valid integers

Guide for use: Include either mobile phone or home phone numbers. Do not include parentheses. This should be kept up to date.

Related data: Client Phone Number #2

Comments:

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

Client Phone Number #2

Definition: The secondary phone number of the client.

Context: Required to facilitate contact with the client.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| WorkNumber | Numeric | 15 | MeritClients |

Data Domain: Valid integers

Guide for use: Additional phone number to contact client. May be their work number.

Related data: Client Phone Number #1.

Comments:

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

Client Postcode of Current Address

| | | | |
|-----------------------------|--|-------------|--------------|
| Definition: | The postcode of the client's current residential address. | | |
| Context: | Required for primary collection to facilitate contact with the client. | | |
| Representation | | | |
| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
| PostCode | Numeric | 4 | MeritClients |
| Data Domain: | See www.whitepages.com.au/wp/search/pcode.jhtml | | |
| Guide for use: | This is the postcode for the residential address of the client; post office box addresses should not be included. A list of postcodes is provided in the MERIT database. | | |
| Related data: | Client Suburb of Current Address | | |
| Comments: | | | |
| Required? | Required by NMDS-DIV | | |
| Administrative info: | Version 1 - Effective 1 July 2001 | | |

Client Suburb of Current Address

| | | | |
|-----------------------------|--|-------------|--------------|
| Definition: | The name of the suburb in which the person lives. | | |
| Context: | In conjunction with the data element Postcode, the data element Suburb/town/locality name is included as an alternative means of reporting information about the geographic location of the residence of a client. | | |
| Representation | | | |
| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
| SuburbContact | Alphanumeric | 40 | MeritClients |
| Data Domain: | Valid name of suburb/town/locality. | | |
| Guide for use: | A list of suburbs is provided in the MERIT database. | | |
| Related data: | | | |
| Comments: | Client Postcode of Current Address. | | |
| Required? | Required by MERIT operations. | | |
| Administrative info: | Version 1 - Effective 1 July 2001 | | |

Country Of Birth

Definition: The country in which the person was born.

Context: Country of birth is important in the study of access to services by different population sub-groups.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| CountryOfBirth | Numeric | 4 | MeritClients |

Data Domain:

| Code | Description |
|-------------|--------------------|
| 1101 | Australia |

(see NSW Drug Treatment Data Dictionary for full listing)

Guide for use: See the NSW Drug Treatment Data Dictionary for a full description.

Related data:

Comments:

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 1 - Effective 1 July 2001

Date Of Birth

Definition: The date of birth of the client.

Context: Required to derive age for demographic analyses.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| DateOfBirth | Date/Time | 8 | MeritClients |

Data Domain: ddmmYYYY

Guide for use: See the NSW Drug Treatment Data Dictionary for a full description.

Related data:

Comments:

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 1 - Effective 1 July 2001

Date of Birth Status

Definition: A flag to indicate if the client's date of birth is estimated or not.

Context: Used in statistical and notification reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| DOBflag | Numeric | 1 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Estimated |
| | 2 | Not estimated |

Guide for use: See the NSW Drug Treatment Data Dictionary for a full description.

Related data:

Comments:

Required? Required by NSW MDS-AODTS.

Administrative info: Version 1 - Effective 1 July 2001

Date of MERIT Assessment Outcome

Definition: The date the MERIT team completed the assessment of a potential MERIT client.

Context: Used in statistical and notification reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| DateAssessment | Date/Time | 8 | MeritClients |

Data Domain: ddmmyyyy

Guide for use:

Related data: Date of MERIT Eligibility Screen.

Comments: This may be the same date as the Date of Eligibility Screen.

This data item is the same as Date of Commencement of Treatment Episode for NMDS-AODTS.

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 3 - Effective 1 Sept 2003

Date of MERIT Eligibility Screen

Definition: The date the MERIT team commences the eligibility screen of a potential MERIT client.

Context: Used in statistical and notification reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| DateEligibility | Date/Time | 8 | MeritClients |

Data Domain: ddmmyyyy

Guide for use: This may be the same date as the Date of Assessment Outcome.

Related data: Date of MERIT Assessment Outcome.

Comments:

Required? Required by MERIT operations.

Administrative info: Version 3 - Effective 1 Sept 2003

Date of Transfer from Another MERIT Team

Definition: The date the paperwork is received from a transferred MERIT client.

Context: Used in statistical and notification reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|----------------|
| DateofTransferIn | Date/time | 8 | MeritTransfers |

Data Domain: ddmmyyyy

Guide for use: The original client record to stay with the original MERIT team.

Related data:

Comments: Multiple response item

Required? Required by MERIT Team (if relevant).

Administrative info: Version 1 - Effective 1 July 2002

Date of Transfer to Another MERIT Team

Definition: The date a client is transferred to another MERIT team for treatment.

Context: Used in statistical and notification reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|----------------|
| DateofTransferOut | Date/time | 8 | MeritTransfers |

Data Domain: ddmmyyyy

Guide for use: The original client record to stay with the original MERIT team.

Related data:

Comments: Multiple response item

Required? Required by MERIT Team (if relevant).

Administrative info: Version 1 - Effective 1 July 2002

Date of Treatment Cessation with MERIT Team

Definition: Date on which the client ceased the treatment episode with the MERIT Team.

Context: Used in statistical and notification reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| DepartureDate | Date/Time | 8 | MeritClients |

Data Domain: ddmmyyyy

Guide for use: This may be after Program Exit Date. See the NSW Drug Treatment Data Dictionary for a full description.

Related data:

Comments: This is mapped to the Date of Cessation of Treatment Episode data item for the NMDS-AODTS.

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 3 - Effective 1 Sept 2003

Drug of Concern

Definition: Whether the substance is of concern to the MERIT client.

Context: Required as an indicator of the client's treatment needs.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| ProblemUse | Yes/No | 1 | DrugUse |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Yes |
| | 2 | No |

Guide for use: Any substances indicated as a drug of concern (that are not also indicated as 'Principal Drug of concern') will be submitted in the MDS as an 'other drug of concern'. See the NSW Drug Treatment Data Dictionary (and Appendix 3:ASCDC) for a full description.

Related data:

Comments:

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 3 - Effective 1 Sept 2003

Emergency Contact - Name

Definition: Name of person nominated by client to be contacted in case of emergency.

Context: Where client's family or friends may be needed to be notified at time of emergency.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| EmergencyContact | Alphanumeric | 50 | MeritClients |

Data Domain: Full name

Guide for use:

Related data: Emergency Contact Street Address, Emergency Contact Phone Number, Emergency Contact Postcode, Emergency Contact Relationship, Emergency Contact Suburb.

Comments:

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

Emergency Contact – Phone Number

Definition: The phone number of the emergency contact person.

Context:

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| PhoneContact | Numeric | 15 | MeritClients |

Data Domain: Valid integers

Guide for use:

Related data: Emergency Contact Street Address, Emergency Contact Name, Emergency Contact Postcode, Emergency Contact Relationship, Emergency Contact Suburb.

Comments:

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

Emergency Contact - Postcode

Definition: The postcode of the residential address belonging to the client's emergency contact person.

Context: To facilitate contact with the client's nominated contact in time of emergency.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| PostCodeContact | Numeric | 4 | MeritClients |

Data Domain: See www.whitepages.com.au/wp/search/pcode.ihtml

Guide for use:

Related data: Emergency Contact Street Address, Emergency Contact Name, Emergency Contact Phone Number, Emergency Contact Relationship, Emergency Contact Suburb.

Comments:

Required? Optional

Administrative info: Version 1 - Effective 1 July 2001

Emergency Contact - Relationship

Definition: The relationship of the client's emergency contact person to the client.

Context: To facilitate contact with the client's nominated contact in time of emergency.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| Relationship | Alphanumeric | 20 | MeritClients |

Data Domain: Valid relationship description (eg. Mother, friend, step-brother)

Guide for use: This is a free text field.

Related data: Emergency Contact Street Address, Emergency Contact Name, Emergency Contact Phone Number, Emergency Contact Postcode, Emergency Contact Suburb.

Comments:

Required? Optional

Administrative info: Version 3 - Effective 1 Sept 2003

Emergency Contact - Street Address

Definition: The residential street address of the client's emergency contact person.

Context: To facilitate contact with the client's nominated contact in time of emergency.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| Address1 | Alphanumeric | 50 | MeritClients |

Data Domain: Concatenation of: Unit number, Number, Street (or equivalent)

Guide for use:

Related data: Emergency Contact Name, Emergency Contact Phone Number, Emergency Contact Postcode, Emergency Contact Relationship, Emergency Contact Suburb.

Comments:

Required? Optional

Administrative info: Version 3 - Effective 1 Sept 2003

Emergency Contact - Suburb

Definition: The suburb of the emergency contact person.

Context: To facilitate contact with the emergency contact person in time of emergency.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| SuburbContact | Alphanumeric | 40 | MeritClients |

Data Domain: Valid name of Suburb/town/locality

Guide for use:

Related data: Emergency Contact Street Address, Emergency Contact Name, Emergency Contact Phone Number, Emergency Contact Postcode, Emergency Contact Relationship.

Comments:

Required? Optional

Administrative info: Version 1 - Effective 1 July 2001

Highest Level of Education

Definition: The highest level of education that a person has completed.

Context: This item provides a useful indicator of aspects of educational diversity.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| EducationLevel | Numeric | 1 | MeritClients |

Data Domain:

| Code | Description |
|-------------|------------------------|
| 1 | Year 10 or less |
| 2 | Year 11 or 12 |
| 3 | TAFE / Trade |
| 4 | Tertiary |
| 9 | Inadequately described |

Guide for use:

Related data:

Comments:

Required? Optional

Administrative info: Version 3 - Effective 1 Sept 2003

Injecting Drug Use

Definition: Injecting drug usage pattern for the client.

Context: Diagnostic indicators used in case management.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| InjectionUse | Numeric | 1 | MeritClients |

Data Domain:

| Code | Description |
|-------------|--|
| 1 | Last injected within the previous 3 months |
| 2 | Last injected more than 3 months ago but less than 12 months ago |
| 3 | Last injected 12 months ago or more |
| 4 | Never injected |
| 9 | Not stated/inadequately described |

Guide for use: See the NSW Drug Treatment Data Dictionary (p. 62) for a full description.

Related data:

Comments:

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 1 - Effective 1 July 2001

Living Arrangement

Definition: The current living arrangements of the client.

Context: It is important to record the usual type of living arrangements for a person in order to develop a sense of the level of support, both physically and emotionally, to which a person may have access.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| LivingArrangement | Numeric | 2 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|--|
| | 01 | Alone |
| | 02 | Spouse/ partner |
| | 03 | Alone with child(ren) |
| | 04 | Spouse/partner and child(ren) |
| | 05 | Parent(s) |
| | 06 | Other relative(s) |
| | 07 | Friend(s) |
| | 08 | Friend(s)/parent(s)/relative(s) and children |
| | 98 | Other |
| | 99 | Not known/not stated/inadequately described |

Guide for use: See the NSW Drug Treatment Data Dictionary (p. 51) for a full description.

Related data:

Comments:

Required? Required by NSW MDS AODTS.

Administrative info: Version 1 - Effective 1 July 2001

Main Treatment Type

Definition: The main treatment type provided by the MERIT case worker to treat the client's drug problem for the principal drug of concern.

Context: Information about treatment provided is of fundamental importance to service delivery and planning

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|---------------------|------------------|-------------|--------------|
| MainServiceProvided | Numeric | 2 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|-----------------------------|
| | 60 | Support and Case Management |
| | 91 | Assessment only |

Guide for use: This is the main treatment type provided directly by the MERIT team. It is assumed that if the client has been accepted onto MERIT that this item should be Support and Case Management. Otherwise, if they have only been assessed then it should be Assessment Only. Any external treatments (eg rehabilitation) will be captured elsewhere. See the NSW Drug Treatment Data Dictionary for a full description.

Related data:

Comments:

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 3 - Effective 1 Sept 2003

Marital Status

Definition: The current marital status of the person.

Context: Marital status is a core data element in a wide range of social, labour and demographic statistics. Marital status also acts as an indicator for the level of support adult recipients of the welfare system have at home.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| MaritalStatus | Numeric | 1 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|-----------------------------------|
| | 1 | Never Married |
| | 2 | Widowed |
| | 3 | Divorced |
| | 4 | Separated |
| | 5 | Married/De facto |
| | 9 | Not stated/inadequately described |

Guide for use:

Related data:

Comments:

Required? Optional

Administrative info: Version 2 - Effective 1 July 2002

Medicare Number

Definition: Personal identifier allocated by the Health Insurance Commission to eligible persons under the Medicare scheme.

Context: Medicare utilisation statistics and client care.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| MedicareNumber | Numeric | 11 | MeritClients |

Data Domain: Full Medicare number for an individual (ie. family number plus person number)

Guide for use: This number is required in some Area Health Services for only MERIT clients who may also be veterans to enable compensation by the Commonwealth.

Related data:

Comments:

Required? Optional

Administrative info: Version 3 - Effective 1 Sept 2003

MERIT Establishment ID

Definition: Identifier for the establishment that is handling the MERIT client episode. Each separately administered health care establishment will have a unique identifier at the national level.

Context: Used for operations.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| AgencyCode | Alphanumeric | 6 | MeritClients |

Data Domain:
Concatenation of:

| Code | Description |
|-------------|----------------------|
| N | State identifier |
| N | Establishment sector |
| A | Region code |
| NNN | Establishment number |
| 11B256 | CCAHS MERIT Program |
| 11A275 | CSAHS MERIT Program |
| 11J276 | FWAHS MERIT Program |
| 11K248 | GMAHS MERIT Program |
| 11C247 | HAHS MERIT Program |
| 11D244 | IAHS MERIT Program |
| 11L257 | MAHS MERIT Program |
| 11M270 | MNCAHS MERIT Program |
| 11N246 | MWAHS MERIT Program |
| 11O277 | NEAHS MERIT Program |
| 11P228 | NRAHS MERIT Program |
| 11E278 | NSAHS MERIT Program |
| 11F280 | SESAHS MERIT Program |
| 11Q279 | SAHS MERIT Program |
| 11G235 | SWSAHS MERIT Program |
| 11H269 | WAHS MERIT Program |
| 11I281 | WSAHS MERIT Program |

Guide for use: One MERIT Establishment ID will be allocated for each Area Health Service. If the MERIT program operates in multiple regional offices, they will utilise the one Area Health Service MERIT Establishment ID. See the NSW Drug Treatment Data Dictionary for a full description.

Related data: MERIT Establishment ID - Transferred To

Comments:

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 3 - Effective 1 Sept 2003

MERIT Establishment ID-Transferred From

Definition: Identifier for another MERIT agency from which the client is transferred for treatment.

Context: Used for operations.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|----------------|
| MeritAgency | Alphanumeric | 6 | MeritTransfers |

| Data Domain: | Code | Description |
|---------------------|---------------------|----------------------|
| Concatenation of: | N | State identifier |
| | N | Establishment sector |
| | A | Region code |
| | NNN | Establishment number |
| | 11B256 | CCAHS MERIT Program |
| | 11A275 | CSAHS MERIT Program |
| | 11J276 | FWAHS MERIT Program |
| | 11K248 | GMAHS MERIT Program |
| | 11C247 | HAHS MERIT Program |
| | 11D244 | IAHS MERIT Program |
| | 11L257 | MAHS MERIT Program |
| | 11M270 | MNCAHS MERIT Program |
| | 11N246 | MWAHS MERIT Program |
| | 11O277 | NEAHS MERIT Program |
| | 11P228 | NRAHS MERIT Program |
| | 11E278 | NSAHS MERIT Program |
| | 11F280 | SESAHS MERIT Program |
| | 11Q279 | SAHS MERIT Program |
| | 11G235 | SWSAHS MERIT Program |
| 11H269 | WAHS MERIT Program | |
| 11I281 | WSAHS MERIT Program | |

Guide for use: One MERIT Establishment ID will be allocated for each Area Health Service. If the MERIT program operates in multiple regional offices, they will utilise the one Area Health Service MERIT Establishment ID.

Related data: MERIT Establishment ID

Comments: Multiple response item

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 3 - Effective 1 Sept 2003

MERIT Establishment ID-Transferred To

Definition: Identifier for another MERIT agency to which the client is transferred for treatment.

Context: Used for operations.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|----------------|
| MeritAgency | Alphanumeric | 6 | MeritTransfers |

| Data Domain: | Code | Description |
|---------------------|-------------|----------------------|
| Concatenation of: | N | State identifier |
| | N | Establishment sector |
| | A | Region code |
| | NNN | Establishment number |
| | 11B256 | CCAHS MERIT Program |
| | 11A275 | CSAHS MERIT Program |
| | 11J276 | FWAHS MERIT Program |
| | 11K248 | GMAHS MERIT Program |
| | 11C247 | HAHS MERIT Program |
| | 11D244 | IAHS MERIT Program |
| | 11L257 | MAHS MERIT Program |
| | 11M270 | MNCAHS MERIT Program |
| | 11N246 | MWAHS MERIT Program |
| | 11O277 | NEAHS MERIT Program |
| | 11P228 | NRAHS MERIT Program |
| | 11E278 | NSAHS MERIT Program |
| | 11F280 | SESAHS MERIT Program |
| | 11Q279 | SAHS MERIT Program |
| | 11G235 | SWSAHS MERIT Program |
| | 11H269 | WAHS MERIT Program |
| | 11I281 | WSAHS MERIT Program |

Guide for use: One MERIT Establishment ID will be allocated for each Area Health Service. If the MERIT program operates in multiple regional offices, they will utilise the one Area Health Service MERIT Establishment ID.

Related data: MERIT Establishment ID

Comments: Multiple response item

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 3 - Effective 1 Sept 2003

MERIT Program Episode Number

Definition: The sequential number of the client's current episode.
Context: Used to distinguish between separate episodes of treatment. (Separate episodes are entered for separate admissions to the Program)

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| EpisodeNumber | Numeric | 2 | MeritClients |

Data Domain: valid number

Guide for use: When a client code is entered, the MERIT database checks to see if it already exists. If it does, it automatically increments this episode number by one. If it does not, the default is to set it to one. An episode of treatment is counted whether or not a client has been formally accepted into MERIT. Therefore, an episode number will be generated for when a client was assessed by a MERIT team but not accepted onto the program. This is an editable field.

Related data:

Comments:

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

MERIT Team Eligibility Screen Outcome

Definition: The outcome of whether the client was deemed eligible for the MERIT program.

Context: Used in statistical and notification reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| Eligible | Numeric | 1 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Eligible |
| | 2 | Ineligible |

Guide for use:

Related data: Reason for Non-Acceptance into MERIT

Comments:

Required? Required by MERIT operations.

Administrative info: Version 3 - Effective 1 Sept 2003

MERIT Team Suitability Assessment Outcome

Definition: The outcome of whether the client was deemed suitable for the MERIT program.

Context: Used in statistical and notification reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| Suitable | Numeric | 1 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Suitable |
| | 2 | Not suitable |

Guide for use:

Related data: Reason for Non-Acceptance into MERIT

Comments:

Required? Required by MERIT operations.

Administrative info: Version 3 - Effective 1 Sept 2003

Message OK

Definition: Whether it is appropriate to leave a message for the client at the client's provided phone number.

Context: Used for MERIT operations.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| LeaveMessage | Numeric | 1 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Yes |
| | 2 | No |

Guide for use: The default for this data item is "no" that it is inappropriate for the MERIT team to leave a message. It may often be inappropriate to leave messages for a client regarding their involvement on the MERIT program or D&A treatment.

Related data:

Comments:

Required? Optional

Administrative info: Version 1 - Effective 1 July 2001

Method of Use for Principal Drug of Concern

Definition: The client's usual method of administering the 'Principal drug of concern' as stated by the client.

Context: Identification of drug use methods is important for minimising specific harms associated with drug use, and is consequently of value for informing treatment approaches.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| MethodOfUse | Numeric | 1 | MeritClients |

Data Domain:

| Code | Description |
|-------------|-----------------------------------|
| 1 | Ingest |
| 2 | Smoke |
| 3 | Inject |
| 4 | Sniff (powder) |
| 5 | Inhale (vapour) |
| 8 | Other |
| 9 | Not stated/inadequately described |

Guide for use: See the NSW Drug Treatment Data Dictionary for a full description.

Related data:

Comments:

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 3 - Effective 1 Sept 2003

Number of Children

Definition: The number of children who live with the client.

Context: It is important to assess the immediate family environment of the client.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| NumChildren | Numeric | 2 | MeritClients |

Data Domain: Number

Guide for use: Includes partner's children.

Related data: Number of Dependents, Number of Others Residing With the Client.

Comments:

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

Number of Dependants

Definition: The number of people depending on the client for primary care.

Context: It is important to assess the immediate family environment of the client.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| NumDependants | Numeric | 2 | MeritClients |

Data Domain: number

Guide for use: This number includes the total number of children and any other dependants who may or may not be living with them.

Related data: Number of Children, Number of Others Residing With the Client.

Comments:

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

Number of Others Residing With Client

Definition: The number of people sharing a dwelling with the client.

Context: It is important to assess the social and accommodation environment of the client.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| NumResidingWith | Numeric | 2 | MeritClients |

Data Domain: number

Guide for use:

Related data: Number of Children, Number of Dependants.

Comments:

Required? Optional

Administrative info: Version 1 - Effective 1 July 2001

Other Treatment Types

Definition: The other treatment types provided by the MERIT team to treat the client's drug problems for the principal drug of concern.

Context: Information about treatment provided is of fundamental importance to service delivery and planning.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|-----------------------|
| ServiceCode | Numeric | 2 | OtherServicesProvided |

| Data Domain: | Code | Description |
|---------------------|-------------|---|
| | 10 | D&A Counselling |
| | 22 | Outpatient withdrawal management (including home detox) |
| | 32 | Day program |
| | 98 | Other |
| | 99 | No other services provided |

Guide for use: See the NSW Drug Treatment Data Dictionary for a full description.

Related data:

Comments:

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 1 - Effective 1 July 2001

Postcode of Service Contact

Definition: The postcode of where each service contact was provided..

Context: Required for determining the geographic location of service delivery for a treatment episode and client.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| PostCode | Numeric | 2 | Contacts |

Data Domain: valid postcode

Guide for use: See the *2003-2004 Data Dictionary and Collection Guidelines for the NSW MDS AODTS* for a full description.

Related data:

Comments:

Required? Required by NMDS-AODTS.

Administrative info: Version 3 - Effective 1 Sept 2003

Preferred Language

Definition: The language (including sign language) most preferred by the person for communication. This may be a language other than English even where the person can speak fluent English.

Context: An important indicator of ethnicity, especially for persons born in non-English-speaking countries. Its collection will assist in the planning and provision of multilingual services and facilitate program and service delivery for migrants and other non-English speakers.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| PreferredLanguage | Numeric | 2 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 19 | English |

Guide for use: See the NSW Drug Treatment Data Dictionary for a full description.

Related data:

Comments:

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 1 - Effective 1 July 2001

Previous Treatments

Definition: Any type of alcohol and other drug treatment that the client has received prior to the current episode.

Context: Used for MERIT operations.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------------|
| ServiceCode | Numeric | 2 | PreviousTreatments |

| Data Domain: | Code | Description |
|---------------------|-------------|---|
| | 10 | Counselling |
| | 21 | Inpatient/residential withdrawal management |
| | 22 | Outpatient withdrawal management |
| | 31 | Residential rehabilitation activities |
| | 32 | Day program rehabilitation activities |
| | 41 | Naltrexone |
| | 42 | Buprenorphine |
| | 43 | LAAM |
| | 44 | Slow release oral morphine |
| | 45 | Methadone |
| | 46 | Acamprosate |
| | 47 | Disulfiram |
| | 49 | Other maintenance pharmacotherapies |
| | 51 | Inpatient consultation (excluding withdrawal management) |
| | 52 | Outpatient consultation (excluding withdrawal management) |
| | 60 | Support and case management only |
| | 91 | Assessment only |
| | 92 | Information and education only |
| | 98 | Other |
| | 99 | No previous treatment |

Guide for use: Where none enter 'no previous treatment'. See the NSW Drug Treatment Data Dictionary for a full description.

Related data:

Comments: Multiple response item.

Required? Required by NSW MDS AODTS

Administrative info: Version 3 - Effective 1 Sept 2003

Principal Drug Of Concern

Definition: The principal drug of concern for the MERIT client.

Context: Used for program evaluation and operations.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| Substance | Numeric | 4 | DrugUse |

| Data Domain: | Code | Description |
|---------------------|-------------|---|
| | 0001 | Inadequately described |
| | 2101 | Alcohol |
| | 3100 | Amphetamines (broad category) |
| | 2400 | Benzodiazepines (broad category) |
| | 3901 | Caffeine |
| | 3201 | Cannabis |
| | 3903 | Cocaine |
| | 3405 | Ecstasy |
| | 1202 | Heroin |
| | 1305 | Methadone |
| | 3906 | Nicotine |
| | | Other substance (specify the ASCDC four-digit code) |

Guide for use: This data item will be mapped from the substance list with the substance indicated as the principal drug of concern. See the NSW Drug Treatment Data Dictionary (and Appendix 3:ASCDC) for a full description.

Related data:

Comments:

Required? Required by NMDS-DIV and NMDS-AODTS

Administrative info: Version 3 - Effective 1 Sept 2003

Principal Source of Income

Definition: The source by which a person derives most (equal to or greater than 50%) of his/her income.

Context: The element is an indicator of the needs and circumstances of individuals and sometimes, used in assessment of income equity.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| PrincipallIncome | Numeric | 2 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|---|
| | 01 | Full-time employment |
| | 02 | Part-time employment |
| | 03 | Temporary benefit (eg. unemployment) |
| | 04 | Pension (eg. aged, disability) |
| | 05 | Student allowance |
| | 06 | Dependent on others |
| | 07 | Retirement fund |
| | 08 | No income |
| | 98 | Other |
| | 99 | Not stated/not known/inadequately described |

Guide for use: If the person has multiple sources of income and none equal to or greater than 50%, the one that contributes the largest percentage, should be counted. See the NSW Drug Treatment Data Dictionary for a full description.

Related data:

Comments:

Required? Required by NSW MDS AODTS

Administrative info: Version 3 - Effective 1 Sept 2003

Program Entry Status

Definition: The current entry or pre-entry status of the client in the entry process.

Context: Used in statistical and notification reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| ProgramStatus | Numeric | 1 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|--|
| | -1 | Eligible |
| | 0 | Suitable |
| | 1 | Accepted |
| | 2 | Not accepted |
| | 3 | Declined program |
| | 4 | Referral only |
| | 5 | Transferred from another MERIT program |

Guide for use:

Related data: MERIT Team Eligibility Outcome, MERIT Team Suitability Outcome, Reasons for Non Acceptance into MERIT.

Comments:

Required? Required by MERIT operations.

Administrative info: Version 3 - Effective 1 Sept 2003

Program Exit Date

Definition: Date on which the magistrate exited the client from the MERIT program.

Context: Used in statistical and notification reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| DepartureDate | Date/Time | 8 | MeritClients |

Data Domain: ddmmyyyy

Guide for use: If the client was never formally entered onto the program then the date of decision not to enter the client on the MERIT program should be entered.

Related data:

Comments:

Required? Required by NMDS-AODTS and NMDS-DIV.

Administrative info: Version 3 - Effective 1 Sept 2003

Program Exit Status

Definition: The status of the client upon exiting the program.

Context: Used as indicator for reporting purposes. The client's exit from the program results in the immediate resumption of responsibility of the client to the court.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| Exit Status | Numeric | 1 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------------------|
| | 1 | Completed |
| | 2 | Breach initiated by MERIT team |
| | 3 | Withdrew voluntarily |
| | 4 | N/A (never entered program) |
| | 5 | Removed by court |
| | 6 | N/A (transferred client) |
| | 7 | Died |
| | 98 | Other |

Guide for use:

Related data:

Comments:

Required? Required by NMDS-AODTS and NMDS-DIV.

Administrative info: Version 3 - Effective 1 Sept 2003

Reason for Cessation

Definition: The reason for cessation of treatment episode of the client.

Context: Used to indicate reason for cessation of the client's treatment episode at the agency.

Database Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|----------------------|------------------|-------------|--------------|
| ReasonForTermination | Numeric | 2 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|--|
| | 01 | Treatment completed |
| | 02 | Transferred/referred to another service |
| | 03 | Left without notice |
| | 04 | Left against advice |
| | 05 | Involuntary discharge (non-compliance) |
| | 06 | Moved out of area |
| | 07 | Sanctioned by drug court/court diversion program |
| | 08 | Imprisoned, other than through court sanction |
| | 09 | Released from prison |
| | 10 | Died |
| | 11 | Ceased treatment upon expiation |
| | 98 | Other |
| | 99 | Not stated/inadequately described |

Guide for use: 'Treatment completed' here means completion of any 'treatment episode' or 'service provided'. Therefore a client who only receives an assessment and declines the program, is entered as 'treatment completed' with Main Service provided as 'Assessment Only'. MERIT clients who completed the program are indicated by 'Treatment completed' with a main service provided of 'Support and Case Management'. See the NSW Drug Treatment Data Dictionary for a full description.

Related data:

Comments:

Required?

Administrative info: Version 3 - Effective 1 Sept 2003

Reason for Non-Acceptance into MERIT

Definition: The reason why the client was not accepted into the program.

Context: Used as an indicator and in statistical reporting.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| ReasonNotAccepted | Numeric | 2 | MeritClients |

| Data Domain: | Code | Type | Description |
|---------------------|-------------|--------------|---|
| | 01 | Ineligible | Not eligible for bail |
| | 02 | Ineligible | No demonstratable drug problem |
| | 03 | Unsuitable | Other |
| | 04 | Ineligible | Not an adult |
| | 05 | Unsuitable | Unwilling to participate |
| | 06 | Unsuitable | Mental health problem |
| | 07 | Unsuitable | Already in court ordered treatment |
| | 08 | Ineligible | Strictly Indictable offence(s) |
| | 09 | Unsuitable | Resides outside of effective treatment area |
| | 10 | Other reason | Program full |
| | | Magistrate's | |
| | 11 | decision | Program entry not endorsed by Magistrate |

Guide for use: The correct eligibility and/or suitability outcome(s) must be entered first along with a program entry status value of 'Not accepted into program' to allow entry and selection of the appropriate reason for non-acceptance

Related data: MERIT Team Eligibility Screen Outcome, MERIT Team Suitability Assessment Outcome, Program Entry Status

Comments:

Required? Required by MERIT operations.

Administrative info: Version 3 - Effective 1 Sept 2003

Referral Contact - Name

Definition: The name of the person who referred the client to the program.

Context: Used for operational and liaison purposes.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| ReferralContact | Alphanumeric | 50 | MeritClients |

Data Domain: Full name

Guide for use: The name of the police officer, solicitor, magistrate or other person who referred the client to MERIT.

Related data: Referral Contact - Phone Number, Source of Referral.

Comments:

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

Referral Contact - Phone Number

Definition: The phone number of the person who referred the client to the program.

Context: Used for operational and liaison purposes.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| ReferralPhone | Alphanumeric | 15 | MeritClients |

Data Domain: valid phone number

Guide for use: The phone number of the police officer, solicitor, magistrate or other person who referred the client to MERIT.

Related data: Referral Contact - Name, Source of Referral.

Comments:

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

Referral to Another Service

Definition: The primary service that the client is referred to after finishing the MERIT program.

Context: Used for program evaluation and statistical reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| ReferralPhone | Numeric | 2 | MeritClients |

Data Domain:

| Code | Description |
|-------------|---|
| 03 | General practitioner |
| 04 | Medical officer/specialist |
| 05 | Psychiatric hospital |
| 06 | Other hospital |
| 07 | Residential community mental health care unit |
| 08 | Residential alcohol and other drug treatment agency |
| 09 | Other residential community care unit |
| 10 | Education institution |
| 11 | Non-residential community mental health centre |
| 12 | Non-residential alcohol and other drug treatment agency |
| 13 | Non-residential community health centre |
| 14 | Other non-health service agency |
| 18 | Workplace (EAP) |
| 19 | Family and child protection service |
| 97 | No referral |
| 98 | Other |
| 99 | Not stated/inadequately described |

Guide for use: See the NSW Drug Treatment Data Dictionary for a full description.

Related data:

Comments:

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 1 - Effective 1 July 2001

Service Contact Dates

Definition: The dates of each service contact between the client and the MERIT team.

Context: Used for deriving the frequency of client contact within a MERIT episode.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| ContactDate | Date/Time | 8 | Contacts |

Data Domain: ddmmYYYY

Guide for use: See the NSW Drug Treatment Data Dictionary for a full description.

Related data:

Comments:

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 1 - Effective 1 July 2001

Sex

Definition: The sex of the client.

Context: Required for analyses of service utilisation, needs for services and epidemiological studies.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| Sex | Numeric | 1 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|-----------------------------------|
| | 1 | Male |
| | 2 | Female |
| | 9 | Not Stated/Inadequately described |

Guide for use: See the NSW Drug Treatment Data Dictionary for a full description.

Related data:

Comments:

Required? Required by NMDS-DIV and NMDS-AODTS.

Administrative info: Version 1 - Effective 1 July 2001

Usual Accommodation

Definition: The type of accommodation setting in which the person usually lives/lived.

Context: The setting in which the person usually lives can have a bearing on the types of treatment and support required by the person and the outcomes that result from their treatment.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| TypeAccommodation | Numeric | 2 | MeritClients |

| Data Domain: | Code | Description |
|---------------------|-------------|--|
| | 01 | Rented house or flat (public or private) |
| | 02 | Privately owned house or flat |
| | 03 | Boarding house |
| | 04 | Hostel/Supported accommodation services |
| | 05 | Psychiatric hospital |
| | 06 | Alcohol/other drug treatment residence |
| | 07 | Shelter/refuge |
| | 08 | Prison/detention centre |
| | 09 | Caravan on a serviced site |
| | 10 | No usual residence/homeless |
| | 98 | Other |
| | 99 | Not Known |

Guide for use: See the NSW Drug Treatment Data Dictionary for a full description.

Related data:

Comments:

Required? Required by NSW MDS AODTS.

Administrative info: Version 1 - Effective 1 July 2001

SECTION 6: External Agency Treatment Data Items

A. External agency treatment types provided

D&A Non-Residential Treatment - Type of Treatment

Definition: The type of non-residential drug and alcohol treatment provided either during the MERIT program or as at the MERIT Program Exit Date (the date on which the magistrate exited the client from the MERIT program).

Context: Used for program evaluation.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|---------------|
| ServiceCode | Numeric | 2 | MeritServices |

| Data Domain: | Code | Description |
|---------------------|-------------|----------------------------------|
| | 10 | D&A Counselling |
| | 22 | Outpatient withdrawal management |
| | 32 | Day program |
| | 52 | Outpatient consultation |
| | 98 | Other |
| | 99 | None |

Guide for use:

Related data: D&A Non-Residential Treatment During MERIT (Y/N), D&A Non-Residential Treatment Continued at MERIT Program Exit (Y/N)

Comments: Multiple response item.

Required? Required for MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

D&A Residential Treatment - Type of Treatment

Definition: The type of drug and alcohol residential treatment provided either during the MERIT program or as at the MERIT Program Exit Date (the date on which the magistrate exited the client from the MERIT program).

Context: Used in statistical and notification reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|---------------|
| ServiceCode | Numeric | 2 | MeritServices |

| Data Domain: | Code | Description |
|---------------------|-------------|---------------------------------------|
| | 21 | Residential withdrawal management |
| | 31 | Residential rehabilitation activities |
| | 98 | Other |
| | 99 | None |

Guide for use:

Related data: D&A Residential Treatment During MERIT - Agency Name, D&A Residential Treatment During MERIT - Date of Cessation, D&A Residential Treatment During MERIT - Date of Commencement, D&A Residential Treatment During MERIT – MERIT Bed, D&A Residential Treatment During MERIT (Y/N), D&A Residential Treatment Continued at MERIT Program Exit (Y/N).

Comments: Multiple response item.

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2002

Non D&A Health and Other Service - Type of Treatment/Service

Definition: The type of other health (excluding drug and alcohol) treatment or other service provided during the MERIT program.

Context: Used for program evaluation.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|---------------|
| ServiceCode | Numeric | 3 | MeritServices |

| Data Domain: | Code | Description |
|---------------------|-------------|---------------------------|
| | 601 | Mental Health Services |
| | 602 | Health Services (non D&A) |
| | 603 | Education Services |
| | 604 | Employment Services |
| | 698 | Other Services (non D&A) |
| | 699 | None |

Guide for use:

Related data:

Comments: Multiple response item.

Required? Required by MERIT operations.

Administrative info: Version 3 - Effective 1 Sept 2003

Pharmacotherapy Treatment - Type of Treatment

Definition: Pharmacotherapy treatments that the client is on either when they first enter the MERIT Program or as at the MERIT Program Exit Date (the date on which the magistrate exited the client from the MERIT program).

Context: Used in statistical and notification reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|---------------|
| ServiceCode | Numeric | 2 | MeritServices |

| Data Domain: | Code | Description |
|---------------------|-------------|-----------------------------------|
| | 41 | Naltrexone |
| | 42 | Buprenorphine |
| | 43 | LAAM |
| | 44 | Slow release oral morphine |
| | 45 | Methadone |
| | 46 | Acamprosate |
| | 47 | Disulfiram |
| | 49 | Other maintenance pharmacotherapy |
| | 99 | None |

Guide for use:

Related data: Pharmacotherapy Treatment at MERIT Program Entry (Y/N), Pharmacotherapy Treatment Initiated or Modified During MERIT (Y/N), Pharmacotherapy Treatment Continued at MERIT Program Exit (Y/N)

Comments: Multiple response item.

Required? Required by MERIT operations.

Administrative info: Version 3 - Effective 1 Sept 2003

B. External agency treatment during the MERIT Program

D&A Non-Residential Treatment During MERIT (Y/N)

Definition: Whether a client received a non-residential drug and alcohol treatment during the MERIT program.

Context: Used for program evaluation.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|---------------------|------------------|-------------|---------------|
| ProvidedDuringMerit | Numeric | 1 | MeritServices |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Yes |
| | 2 | No |

Guide for use:

Related data: D&A Non-Residential Treatment – Type of Treatment, D&A Non-Residential Treatment Continued at MERIT Program Exit (Y/N)

Comments: Multiple response item.

Required? Required for MERIT operations.

Administrative info: Version 1 - Effective 1 July 2001

D&A Residential Treatment During MERIT - Agency Name

Definition: The name of the external agency providing drug and alcohol residential treatment during the MERIT program.

Context: Used in statistical and notification reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|---------------|
| AgencyID | Alphanumeric | 100 | MeritServices |

Data Domain: Name of Agency

Guide for use:

Related data: D&A Residential Treatment During MERIT - Date of Cessation, D&A Residential Treatment During MERIT -Date of Commencement, D&A Residential Treatment During MERIT – MERIT Bed (Y/N), D&A Residential Treatment – Type of Treatment, D&A Residential Treatment Continued at MERIT Program Exit (Y/N).

Comments: Multiple response item. (see Appendix 4 for list of Agency names)

Required? Required by MERIT operations.

Administrative info: Version 3 - Effective 1 Sept 2003

D&A Residential Treatment During MERIT - Date of Cessation

Definition: The date of cessation of drug and alcohol residential treatment provided during the MERIT program by an external agency.

Context: Used in statistical and notification reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|---------------|
| DateofCessation | Date/Time | 8 | MeritServices |

Data Domain: ddmmyyyy

Guide for use:

Related data: D&A Residential Treatment During MERIT - Agency Name, D&A Residential Treatment During MERIT - Date of Commencement, D&A Residential Treatment During MERIT – MERIT Bed (Y/N), D&A Residential Treatment - Type of Treatment, D&A Residential Treatment Continued at MERIT Program Exit (Y/N).

Comments: Multiple response item.

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2002

D&A Residential Treatment During MERIT - Date of Commencement

Definition: The date of commencement for drug and alcohol residential treatment provided during the MERIT program by an external agency.

Context: Used in statistical and notification reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|--------------------|------------------|-------------|---------------|
| DateofCommencement | Date/Time | 8 | MeritServices |

Data Domain: ddmmyyyy

Guide for use: Related to each residential treatment provided.

Related data: D&A Residential Treatment During MERIT - Agency Name, D&A Residential Treatment During MERIT - Date of Cessation, D&A Residential Treatment During MERIT – MERIT Bed (Y/N), D&A Residential Treatment - Type of Treatment, D&A Residential Treatment Continued at MERIT Program Exit (Y/N).

Comments: Multiple response item.

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2002

D&A Residential Treatment During MERIT – MERIT Bed (Y/N)

Definition: Whether the drug and alcohol residential treatment provided during the MERIT program was in a MERIT designated bed or not.

Context: Used in statistical and notification reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|--------------------|------------------|-------------|---------------|
| MeritDesignatedBed | Numeric | 1 | MeritServices |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Yes |
| | 2 | No |

Guide for use:

Related data: D&A Residential Treatment During MERIT - Date of Cessation, D&A Residential Treatment During MERIT -Date of Commencement, D&A Residential Treatment – Type of Treatment, D&A Residential Treatment Continued at MERIT Program Exit (Y/N).

Comments: Multiple response item.

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2002

D&A Residential Treatment During MERIT (Y/N)

Definition: Whether drug and alcohol residential treatment was provided during the MERIT program.

Context: Used in statistical and notification reports.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|---------------------|------------------|-------------|---------------|
| ProvidedDuringMerit | Numeric | 1 | MeritServices |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Yes |
| | 2 | No |

Guide for use:

Related data: D&A Residential Treatment During MERIT - Date of Cessation, D&A Residential Treatment During MERIT -Date of Commencement, D&A Residential Treatment – Type of Treatment, D&A Residential Treatment During MERIT –MERIT bed (Y/N), D&A Residential Treatment Continued at MERIT Program Exit (Y/N).

Comments: Multiple response item.

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2002

Non D&A Health and Other Service During MERIT (Y/N)

Definition: Whether another non-health related service was provided during the MERIT program.

Context: Used for program evaluation.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|---------------------|------------------|-------------|---------------|
| ProvidedDuringMerit | Numeric | 1 | MeritServices |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Yes |
| | 2 | No |

Guide for use:

Related data: Other Non-Health Service - Type of Service

Comments: Multiple response item.

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2002

Pharmacotherapy Treatment at MERIT Program Entry (Y/N)

Definition: Whether the client is on a pharmacotherapy treatment at MERIT program entry.

Context: Used for program evaluation.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|---------------------|------------------|-------------|---------------|
| ContinuedafterMerit | Numeric | 1 | MeritServices |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Yes |
| | 2 | No |

Guide for use:

Related data: Pharmacotherapy Treatment –Type of Treatment, Pharmacotherapy Treatment Initiated or Modified During MERIT (Y/N), Pharmacotherapy Treatment Continued at MERIT Program Exit (Y/N)

Comments: Multiple response item.

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2002

Pharmacotherapy Treatment Initiated or Modified During MERIT (Y/N)

Definition: Whether the client initiates or modifies their pharmacotherapy treatment during the MERIT program as a result of a MERIT consultation.

Context: Used for program evaluation.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|--------------------|------------------|-------------|---------------|
| ProvideddurinMerit | Numeric | 1 | MeritServices |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Yes |
| | 2 | No |

Guide for use:

Related data: Pharmacotherapy Treatment –Type of Treatment, Pharmacotherapy Treatment at MERIT Program Entry (Y/N), Pharmacotherapy Treatment Continued at MERIT Program Exit (Y/N)

Comments: Multiple response item.

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2002

C. External agency treatment as at the MERIT Program Exit Date

D&A Non-Residential Treatment Continued at MERIT Program Exit (Y/N)

Definition: Whether the drug and alcohol non-residential treatment is provided to the MERIT client as at the MERIT Program Exit Date (the date on which the magistrate exited the client from the MERIT program).

Context: Used for program evaluation.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|---------------------|------------------|-------------|---------------|
| ContinuedafterMerit | Numeric | 1 | MeritServices |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Yes |
| | 2 | No |

Guide for use:

Related data: Non-Residential D&A Treatment During MERIT - Type of Treatment

Comments: Multiple response item.

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2002

D&A Residential Treatment Continued at MERIT Program Exit (Y/N)

Definition: Whether the drug and alcohol residential treatment is provided to the MERIT client as at the MERIT Program Exit Date (the date on which the magistrate exited the client from the MERIT program).

Context: Used for program evaluation.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|---------------------|------------------|-------------|---------------|
| ContinuedafterMerit | Numeric | 1 | MeritServices |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Yes |
| | 2 | No |

Guide for use:

Related data: D&A Residential Treatment During MERIT - Date of Cessation, D&A Residential Treatment During MERIT -Date of Commencement, D&A Residential Treatment – Type of Treatment, D&A Residential Treatment During MERIT (Y/N).

Comments:

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2002

Pharmacotherapy Treatment Continued at MERIT Program Exit (Y/N)

Definition: Whether the pharmacotherapy treatment is provided to the MERIT client as at the MERIT Program Exit Date (the date on which the magistrate exited the client from the MERIT program).

Context: Used for program evaluation.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|---------------------|------------------|-------------|---------------|
| ContinuedafterMerit | Numeric | 1 | MeritServices |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Yes |
| | 2 | No |

Guide for use:

Related data: Pharmacotherapy Treatment – Type of Treatment, Pharmacotherapy Treatment at MERIT Program Entry (Y/N), Pharmacotherapy Treatment Initiated or Modified During MERIT (Y/N).

Comments: Multiple response item.

Required? Required by MERIT operations.

Administrative info: Version 1 - Effective 1 July 2002

SECTION 7: Diagnostic Test Data Items

Drink Check Score

Definition: This assesses the presence of hazardous or harmful alcohol use as indicated by the Alcohol Use Disorders Identification Test (AUDIT).

Context: Used for client outcome monitoring.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| Score | Numeric | 2 | DrinkCheck |

Data Domain: Number

Guide for use: It is cited as a single two-digit score.

Related data: Drink Check Score - Date of Test.

Comments:

Required? Optional

Administrative info: Version 1 - Effective 1 July 2001

Drink Check Score - Date of Test

Definition: This assesses the presence of hazardous or harmful alcohol use as indicated by the Alcohol Use Disorders Identification Test (AUDIT).

Context: Used for client outcome monitoring.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|--------------|
| Test Date | Date/time | 8 | DrinkCheck |

Data Domain: ddmmyyyy

Guide for use:

Related data: Drink Check Score

Comments:

Required? Optional

Administrative info: Version 1 - Effective 1 July 2001

RCQ Score

Definition: The Readiness to Change score is entered as a single letter: P, C or A according to whether the client is at the Precontemplation, Contemplation or Action stage of readiness to change.

Context: Used for client outcome monitoring.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|----------------|
| Score | Numeric | 1 | TestResultsRCQ |

| Data Domain: | Code | Description |
|---------------------|-------------|--------------------|
| | 1 | Precontemplation |
| | 2 | Contemplation |
| | 3 | Action stage |

Guide for use:

Related data: RCQ Score - Date of Test

Comments: Multiple response item.

Required? Optional

Administrative info: Version 3 - Effective 1 Sept 2003

RCQ Score - Date of Test

Definition: The Readiness to Change score is entered as a single letter: P, C or A according to whether the client is at the Precontemplation, Contemplation or Action stage of readiness to change.

Context: Used for client outcome monitoring.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|----------------|
| TestDate | Date/Time | 8 | TestResultsRCQ |

Data Domain: ddmmyyyy

Guide for use:

Related data: RCQ Score

Comments: Multiple response item.

Required? Optional

Administrative info: Version 3 - Effective 1 Sept 2003

Urinalysis - Date of Test

Definition: The date of the urinalysis test.

Context: Used for client outcome monitoring.

Representation

| <u>Field Name</u> | <u>Data Type</u> | <u>Size</u> | <u>Table</u> |
|-------------------|------------------|-------------|------------------|
| TestDate | Date/Time | 8 | UrineTestResults |

Data Domain: ddmmyyyy

Guide for use:

Related data:

Comments: Multiple response item.

Required? Optional

Administrative info: Version 3 - Effective 1 Sept 2003

Appendix 1: Data Submission Format

Field Names and Descriptions

| CRIMJUST.TXT | |
|--|----------------|
| Description | Data Type |
| Establishment identifier (Agency code) | Char(6) |
| Primary Key (Episode ID) | Integer |
| Unique identifier (CNI) | Char(10) |
| Sex | Char(1) |
| Date of birth | Date(ddmmyyyy) |
| Aboriginal and Torres Strait Islander origin | Char(1) |
| Postcode of place of residence | Char(4) |
| Date of offence | Date(ddmmyyyy) |
| Postcode of offence | Char(4) |
| Assessment Date | Date(ddmmyyyy) |
| Program Exit Date | Date(ddmmyyyy) |

| CRIMCHAR.TXT | |
|--|----------------|
| Description | Data Type |
| Establishment identifier (Agency code) | Char(6) |
| Foreign key to EPISODE.TXT | Integer |
| Charge Type | Char(2) |

Field Names and Descriptions

| EPISODE.TXT | |
|--|----------------|
| Description | Data Type |
| Establishment identifier (Agency code) | Char(6) |
| Agency location | Char(5) |
| Primary Key (Episode ID) | Integer |
| Person Identifier (Client code) | Char(12) |
| Date of birth | Date(ddmmyyyy) |
| Date of birth flag | Char(1) |
| Sex | Char(1) |
| Country of birth | Char(4) |

| | |
|--|----------------|
| Aboriginal and Torres Strait Islander origin | Char(1) |
| Preferred language | Char(2) |
| Principal source of income | Char(2) |
| Living arrangement | Char(2) |
| Usual accommodation | Char(2) |
| Client type | Char(1) |
| Principal drug of concern | Char(4) |
| Principal drug of concern - specify | Char(50) |
| Method of use | Char(1) |
| Injecting drug use | Char(1) |
| Treatment delivery setting | Char(1) |
| Date of commencement of treatment episode | Date(ddmmyyyy) |
| Source of referral to treatment | Char(2) |
| Main treatment type | Char(2) |
| Date of cessation of treatment episode | Date(ddmmyyyy) |
| Reason for cessation of treatment episode | Char(2) |
| Referral to another service | Char(2) |

| OTHERDRG.TXT | |
|--|----------------|
| Description | Data Type |
| Establishment identifier (Agency code) | Char(6) |
| Foreign key to EPISODE.TXT | Integer |
| Other drug of concern | Char(4) |
| Other drug of concern - specify | Char(50) |

| PREVTRMT.TXT | |
|--|----------------|
| Description | Data Type |
| Establishment identifier (Agency code) | Char(6) |
| Foreign key to EPISODE.TXT | Integer |
| Previous treatment | Char(2) |

| OTHERSRV.TXT | |
|--|----------------|
| Description | Data Type |
| Establishment identifier (Agency code) | Char(6) |
| Foreign key to EPISODE.TXT | Integer |
| Other treatment type | Char(2) |

| SRVCCNCT.TXT | |
|--|----------------|
| Description | Data Type |
| Establishment identifier (Agency code) | Char(6) |
| Foreign key to EPISODE.TXT | Integer |
| Service contact date | Date(ddmmyyyy) |
| Postcode of service contact | Num(4) |

Appendix 2: Charge Type Groupings

For the data item Charge Type, the two-digit codes map up to the following 16 groupings:

| | |
|----|--|
| 1 | Homicide and related offences |
| 2 | Acts intended to cause injury |
| 3 | Sexual assault and related offences |
| 4 | Dangerous or negligent acts endangering persons |
| 5 | Abduction and related offences |
| 6 | Robbery, extortion and related offences |
| 7 | Unlawful entry with intent/burglary, break and enter |
| 8 | Theft and related offences |
| 9 | Deception and related offences |
| 10 | Illicit drug offences |
| 11 | Weapons and explosives offences |
| 12 | Property damage and environmental pollution |
| 13 | Public order offences |
| 14 | Road traffic and motor vehicle regulatory offences |
| 15 | Offences against justice procedures, government security and government operations |
| 16 | Miscellaneous offences |

Appendix 3: Court Locations

| Code | Description | Code | Description | Code | Description | Code | Description |
|------|--------------|------|-----------------------|------|------------------|------|--------------------------|
| 003 | Albion Park | 080 | Dubbo | 268 | Lord Howe Island | 197 | Ryde |
| 004 | Albury | 081 | Dunedoo | 139 | Macksville | 198 | Rylstone |
| 006 | Armidale | 082 | Dungog | 140 | Maclean | 199 | Scone |
| 008 | Ballina | 083 | East Maitland | 141 | Maitland | 200 | Singleton |
| 009 | Balmain | 084 | Eden | 142 | Manilla | 204 | Sutherland |
| 010 | Balranald | 255 | Elizabeth St | 143 | Manly | 206 | Tamworth |
| 011 | Bankstown | 089 | Fairfield | 147 | Milton | 207 | Taree |
| 017 | Batemans Bay | 090 | Finley | 148 | Moama | 209 | Temora |
| 018 | Bathurst | 091 | Forbes | 150 | Moree | 210 | Tenterfield |
| 019 | Bega | 092 | Forster | 151 | Moruya | 211 | Toronto |
| 022 | Bellingen | 094 | Gilgandra | 152 | Moss Vale | 219 | Tumbarumba |
| 023 | Belmont | 256 | Glebe Coroner's Court | 153 | Moulamein | 220 | Tumut |
| 031 | Blacktown | 096 | Glen Innes | 154 | Mudgee | 221 | Tweed Heads |
| 032 | Blayney | 097 | Gloucester | 155 | Mullumbimby | 226 | Wagga Wagga |
| 034 | Boggabilla | 099 | Gosford | 157 | Mungindi | 227 | Walcha |
| 036 | Bombala | 100 | Goulburn | 159 | Murrurundi | 228 | Walgett |
| 038 | Bourke | 101 | Grafton | 160 | Murwillumbah | 230 | Wallsend |
| 039 | Bowral | 102 | Grenfell | 161 | Muswellbrook | 232 | Warialda |
| 040 | Braidwood | 103 | Griffith | 163 | Narooma | 233 | Warren |
| 041 | Brewarrina | 105 | Gulgong | 164 | Narrabri | 234 | Wauchope |
| 042 | Broken Hill | 106 | Gundagai | 165 | Narrandera | 235 | Waverley |
| 047 | Burwood | 107 | Gunnedah | 166 | Narromine | 237 | Wee Waa |
| 048 | Byron Bay | 111 | Hay | 167 | Newcastle | 238 | Wellington |
| 049 | Camden | 115 | Hillston | 168 | Newtown | 239 | Wentworth |
| 050 | Campbelltown | 116 | Holbrook | 170 | North Sydney | 241 | West Wyalong |
| 056 | Casino | 117 | Hornsby | 171 | Nowra | 242 | Westmead |
| 058 | Central | 118 | Inverell | 174 | Nyngan | 265 | Westmead Coroner's Court |

| | | | | | | | |
|-----|----------------|-----|-----------------|-----|-----------------|-----|-----------------------|
| 059 | Cessnock | 121 | Junee | 175 | Oberon | 243 | Wilcannia |
| 060 | Cobar | 123 | Katoomba | 176 | Orange | 244 | Windsor |
| 062 | Coffs Harbour | 124 | Kempsey | 179 | Parkes | 247 | Wollongong |
| 064 | Condobolin | 127 | Kiama | 180 | Parramatta | 249 | Woy Woy |
| 067 | Cooma | 128 | Kogarah | 181 | Peak Hill | 250 | Wyong |
| 068 | Coonabarabran | 129 | Kurri Kurri | 182 | Penrith | 251 | Yass |
| 069 | Coonamble | 130 | Kyogle | 184 | Picton | 254 | Young |
| 070 | Cootamundra | 131 | Lake Cargelligo | 188 | Port Kembla | 997 | No court matters |
| 071 | Corowa | 132 | Leeton | 189 | Port Macquarie | 998 | Non-operational court |
| 072 | Cowra | 134 | Lightning Ridge | 190 | Queanbeyan | 999 | Not known |
| 073 | Crookwell | 135 | Lismore | 191 | Quirindi | | |
| 077 | Deniliquin | 136 | Lithgow | 192 | Raymond Terrace | | |
| 002 | Downing Centre | 137 | Liverpool | 193 | Redfern | | |
| 183 | Downing Centre | 138 | Lockhart | 194 | Richmond | | |

Appendix 4: Residential Agency Names

| ID | AgencyName | State | AgencyCode |
|----|---|-------|------------|
| 53 | Adele House - Coffs Harbour | NSW | 13M330 |
| 58 | Adele House - Toongabbie | NSW | 13I312 |
| 56 | Arcadia House, Canberra | ACT | 83Q332 |
| 1 | Bennelong's Haven | NSW | 13M254 |
| 2 | Campbell House - Sydney City Mission | NSW | 13F117 |
| 3 | Catherine Booth House - Salvation Army | NSW | 14F252 |
| 4 | Centre for Addiction Medicine | NSW | 11I191 |
| 5 | Corella Lodge Residential Detox | NSW | 11G236 |
| 6 | Cyrenian House | NSW | 13A021 |
| 7 | Drug Health Services Rozelle | NSW | 11A017 |
| 8 | Dunlea Adolescent Program | NSW | 13I223 |
| 59 | Endeavour Community (Salvation Army) | NSW | 14C205 |
| 9 | Fairhaven | QLD | 33P282 |
| 10 | Freeman House | NSW | 13O096 |
| 11 | Gorman House - St Vincents Hospital | NSW | 11F111 |
| 12 | GROW Rehabilitation Centre | NSW | 13G149 |
| 13 | Guthrie House | NSW | 13A024 |
| 14 | Haymarket Foundation Bourke Street Housing | NSW | 13F115 |
| 15 | Herbert St Detoxification Unit | NSW | 11E100 |
| 16 | Jarraah House - Prince Henry Hospital | NSW | 13F116 |
| 17 | Kamira Farm | NSW | 13B031 |
| 57 | Karralika Therapeutic Community, Tuggeranong | ACT | 83Q333 |
| 54 | Kathleen York House | NSW | 13A313 |
| 18 | Kedesh Adolescent Program | NSW | 13D066 |
| 19 | Kedesh House | NSW | 13D066 |
| 20 | "Lakeview" Non-Medical Detoxification Service | NSW | 11C053 |
| 21 | Lyndon Therapeutic Community | NSW | 13N089 |
| 22 | Lyndon Withdrawl Unit | NSW | 13N088 |
| 55 | Maruma-Li Centre, Wyong Hospital | NSW | 11B030 |
| 23 | Miracle Haven Bridge Program | NSW | 13C058 |
| 24 | Moonyah | QLD | 33P283 |

| ID | AgencyName | State | AgencyCode |
|-----------|--|--------------|-------------------|
| 25 | Namatjira Haven, Alstonville | NSW | 13P331 |
| 26 | Nepean Hospital Drug and Alcohol Services Inpatient Detoxification | NSW | 11H168 |
| 27 | New Beginnings | NSW | 13A217 |
| 28 | O'Connor House - Residential | NSW | 13K048 |
| 29 | Odyssey House Residential Detox | NSW | 13G152 |
| 30 | Odyssey House Therapeutic Community | NSW | 13G249 |
| 31 | Oolong House | NSW | 13D067 |
| 32 | Orana House | NSW | 11D063 |
| 98 | Other | NSW | 999998 |
| 33 | Phoebe House | NSW | 13F119 |
| 34 | Phoenix Unit-Manly | NSW | 11E103 |
| 35 | Program for Adolescent Life Management - PALM East | NSW | 13F125 |
| 36 | Riverlands Drug & Alcohol Centre | NSW | 11P232 |
| 37 | Salvation Army AOD Rehabilitation Centre, Fyshwick, ACT | ACT | 83Q255 |
| 38 | Selah Rehabilitation Service | NSW | 13B033 |
| 39 | Ted Noffs Foundation- PALM-Coffs Harbour | NSW | 13M245 |
| 40 | The Buttery | NSW | 13P011 |
| 41 | The Glen | NSW | 13B032 |
| 42 | The Peppers | NSW | 13K233 |
| 43 | The Ted Noffs Foundation - PALM West | NSW | 13I195 |
| 44 | Triple Care Farm (Mission Australia) | NSW | 13G154 |
| 45 | Wayback Committee Ltd | NSW | 13I196 |
| 46 | We Help Ourselves - Cessnock | NSW | 13C061 |
| 47 | We Help Ourselves - MTAR (Methadone to Abstinence Rehabilitation) | NSW | 13F197 |
| 48 | We Help Ourselves - Redfern | NSW | 13A027 |
| 49 | Weigelli (Aboriginal) Rehabilitation Centre | NSW | 14N222 |
| 50 | West Mount Cooperative Society Ltd | NSW | 13H178 |
| 51 | William Booth Institute - Salvation Army | NSW | 13F122 |
| 52 | Wollongong Crisis Centre | NSW | 13D068 |