

Kids and Families Data Warehouse – Sexual Assault Services

Sexual Assault Services and JIRT Senior Health Clinicians information sheet

June 2018

The Kids and Families Data Warehouse was built by the Ministry of Health as a secure and integrated interim system for a number of data collections. The integrated system will streamline reporting, improve monitoring and evaluation, and generate consolidated data reports.

ABOUT THE SEXUAL ASSAULT SERVICE DATA COLLECTION

The Sexual Assault Services (SAS) and Joint Investigation Response Team Senior Health Clinicians' (JIRT SHC) minimum data set is a joint data collection which has been developed in consultation with Sexual Assault Services and Joint Investigation Response Team Senior Health Clinicians' statewide reference groups. By combining this information, the data collection will be able to reduce duplicate registration information for clients who access both services, and can allow more accurate data to be captured on client pathways.

Why is this data being collected?

The standards and guidelines for NSW Health Sexual Assault Services state that every SAS will complete the electronic forms for every new client and subsequent client contact. The information collected is guided by the SAS Data Dictionary.

How long will this Data Warehouse be in place?

The Kids and Families Data Warehouse will exist for monitoring and reporting until SAS is built into local electronic medical record systems. Local Health Districts moving onto the Cerner system will eventually use the Community Health and Outpatient Care Data Collection (CHOC) forms in the eMedical Record to complete this data.

Security of data

The Ministry of Health has taken the following steps to ensure your data security:

- Confidentiality agreements with users
- Secure web portal using HTTPS protocol for secure transmission of data over the internet
- Health users' authentication with existing Health user accounts
- Hosted in eHealth's secured data centre
- Client identifiable data will be hidden
- User activity logs are saved for auditing purposes
- Testing on Application and Infrastructure performed by a third party.

Who can access the Data Warehouse web application?

Only registered users can access the Data Warehouse web application.

Is there a user guide for the Sexual Assault Services/JIRT Senior Clinicians data collection?

A user guide is available on the NSW Health webpage –

<http://www.health.nsw.gov.au/kidsfamilies/Page/s/kids-and-families-data-warehouse/>

How can I register for the Data Warehouse web application access?

To register as a user, you must fill in the 'SAS User Registration and Profile Update Form' from the NSW Health webpage –

<http://www.health.nsw.gov.au/kidsfamilies/Page/s/kids-and-families-data-warehouse/>

The form must be approved by your manager and submitted to the Ministry of Health. The application will use your existing Health employee number for secure authentication.

How to log in to the system

You can login to the application using your user name (email) and password. In the user name field, enter your email address. In the password field, enter your NSW Health systems password. (This should be the same password you use for StaffLink, HETI Online, and Oracle Financials etc.)

Kids and Families Data Warehouse web address and browser compatibility

You can access the Kids and Families Data Warehouse at

<https://dw.kidsfamilies.health.nsw.gov.au>

You may use any of the following browsers to access it: Internet Explorer 8.0+; Firefox v10.0+; Google Chrome 18.0+; Safari 5.0+ and later.

How do I get my password?

You need to use your NSW Health systems password. It should be the same password that you used to login. If you have forgotten your password, you can contact the State Wide Service Desk on 1300 28 55 33 for further assistance.

Supplying the data

As the Ministry of Health will not have access to client identifiable information, SAS users/JIRT Senior Clinicians will need to provide this data. The data collections are in accordance with the agreed minimum data sets for each service or program. The purpose for collecting and storing client identifiable data is to support possible future linkage with other projects.

What is the data validation process?

When data is entered into the SAS forms in the application, the user will receive error messages if mandatory fields are skipped, or if there are any other data validation issues with the form being completed. While a case is still open, there may be legitimate reasons for these errors. However, all errors should be checked and corrected where possible before a case is discharged.

What is a reporting period?

Reporting period is the time period for which you need to submit the data. Reports may be generated for different purposes on a monthly, quarterly or annual basis.

How do I see my data in a report format?

A QlikView based reporting interface is available to users with approved access.

A user guide is available on the NSW Health webpage –

<http://www.health.nsw.gov.au/kidsfamilies/Pages/kids-and-families-data-warehouse/>

Getting support and more information

1. Check the user guide which is available on the website page <http://www.health.nsw.gov.au/kidsfamilies/Pages/kids-and-families-data-warehouse/> – and make sure you are following all the steps correctly.
2. Email our Support Resource at: dw.kidsfamilies@doh.health.nsw.gov.au
3. Call 9391 9993 to speak to someone.