Elective Surgery Waiting List

File Extract

Technical Specification
2019-2020

Government of South Australia

SA Health

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Document Control Information

Title:	Elective Surgery Waiting List - File Extract - Technical Specification 2019-2020
Description:	This document describes the file submission format used in the Elective Surgery Waiting List data collection.
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Change History

A printed version of this document may have been superseded. The current version of this document can be accessed via the project site document library in Project Server.

Document Version	Date	Updated By	Change Summary
0.1	01-Apr-2019	Georgia Lefty: Senior Project Officer	Initial version
0.2	01-May-2019	Damien Bourke: Data Steward Team Leader	Internal review
0.3	08-Jul-2019	Susan Sander: Senior Manager, Corporate Data Collection Systems	Internal review
1.0	01-Sep-2019	Damien Bourke: Metadata and Change Manager	Internal review

Approvals

This document is approved on the basis that it meets the following acceptance criteria.

Document Endorsement

This document requires the following endorsement:

Version	Date	Name	Endorsed Yes/No?	Signature
1.0	19-Sep-2019	Susan Sander: Senior Manager, Corporate Data Collection Systems	Yes	SQS

Introduction

File Format for BLIS

The BLIS database consists of separate files, sites are required to submit five files for their data to be loaded into BLIS.

The files are:

- Treat.txt
- Cancl.txt
- Admhis.txt
- CMBS.txt
- Contr.txt

File Formats

Submission File

Treatment File (Treat.txt)

Character Position	Field Name	Length	Type	Justification	Fill
1 - 6	Record type	6	N	n/a	zero
7	Sex	1	A	n/a	blank
8 - 11	Postcode	4	N	R	zero
12 - 19	Date of Birth	8	N	R	zero
20	Election	1	A	n/a	blank
21 - 23	Intended Procedure Code	3	N	R	zero
24	Treatment Status	1	N	n/a	zero
25 - 26	Clinical Unit	2	N	R	zero
27 - 34	Date Added to List	8	N	R	zero
35 - 42	Admission/Removal date	8	N	R	zero
43	Admission Category	1	N	n/a	zero
44 - 51	Category Assessment Date	8	N	R	zero
52	Same-Day Flag	1	A	n/a	blank
53 - 54	Reason for Removal	2	N	R	zero
55 - 63	Patient Unit Number	9	N	R	zero
64 - 123	Admitting Doctor – Given Names	60	A	L	blank
124 - 154	Admitting Doctor – Last Name	30	A	L	blank
155	Indigenous Status	1	N	n/a	zero
156 - 163	Scheduled Admission Date	8	N	n/a	zero
164 - 171	Booking Date	8	N	R	zero
172 - 202	Suburb	30	A	L	blank

Cancellation File (Cancl.txt)

Character Position	Field Name	Length	Type	Justification	Fill
1 - 6	Record Number	6	N	R	zero
7 - 14	Cancellation Date (Postponement Date)	8	N	R	zero
15 - 16	Cancellation Type (Postponement Type)	2	N	R	zero

Admission Category Change File (Admhis.txt)

Character Position	Field Name	Length	Type	Justification	Fill
1 - 6	Record Number	6	N	R	zero
7 - 14	Effective Date	8	N	R	zero
15	Old Admission Category	1	N	R	zero
16	New Admission Category	1	N	R	zero
17 - 18	Deferral Reason	2	N	R	zero

CMBS File (CMBS.txt)

Character Position	Field Name	Length	Type	Justification	Fill
1 - 6	Record Number	6	N	R	zero
7 - 11	CMBS Code	5	N	R	zero

Control File (Contr.txt)

Character Position	Field Name	Length	Type	Justification	Fill
1 - 4	Hospital Code	4	N	R	zero
5 - 12	Submission Date	8	N	R	zero
13 - 17	No. Treatment Records	5	N	R	zero
18 - 22	No. Cancellation (Postponement) Records	5	N	R	zero

23 - 27	No. Admission Category Change Records	5	N	R	zero
28 - 32	No. CMBS Records	5	N	R	zero

Data Processing

Processing of files:

- Validates data submitted by hospitals
- Produces error report for each file
- Corrections are made in BLIS database to the records where errors are found in the validation reports.

Submission

All hospitals must submit data to BLIS monthly in accordance with the data standards and submission schedule set by BLIS Unit, SA Health. This means all required items must be completed and all responses must be within the valid range of codes.

For data submitted electronically the submission must also comply with the standard layout specifications and variable coding structures relevant to the collection format.

Submission Methods

Accepted submission methods are:

- **EPAS Data pull**: Elective Surgery waiting list patient data is automatically pulled from EPAS.
- **Non-EPAS electronic submissions**: Data files may be sent electronically via email. For data submitted electronically the submission must also comply with the standard layout specifications and variable coding structures relevant to the collection format.
- **All Non**-EPAS submission must be received by close of business on the third working day of the month

Email Submissions: mailto:health.blissubmissions@sa.gov.au

Note this email address is only for the processing files. All queries should be logged in DAI Service Desk Management.

Late submissions

Delays to submission, or significant data quality issues, may result in that hospital data being unavailable for pivotal monthly reporting. This may impact on operational and strategic decision making.

Key performance indicators for each hospital's submission completeness and deadline compliance are routinely monitored. Reports on compliance are provided to Executive.

If data or corrections are not submitted by the end of financial year cut-off of the third working day in September, no guarantee can be made that the data will be reported in the financial year period. This may result in episodes not being funded, and information being unavailable for reporting and statistical purposes.

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For more information

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