Health care client identification DSS

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Identifying and definitional attributes

Metadata item type:	Data Set Specification
METEOR identifier:	288765
Registration status:	Health!, Superseded 03/12/2008
DSS type:	Data Set Specification (DSS)
Scope:	The data elements specified in this metadata set provide a framework for improving the positive identification of persons in health care organisations. This metadata set applies in respect of all potential or actual clients of the Australian health care system. It defines demographic and other identifying data elements suited to capture and use for person identification in health care settings.

The objectives in collecting the data elements in this metadata set are to promote uniformly good practice in:

- identifying individuals
- recording identifying data so as to ensure that each individual's health records will be associated with that individual and no other.

The process of positively identifying people within a health care service delivery context entails matching data supplied by those individuals against data the service provider holds about them. The positive and unique identification of health care clients is a critical event in health service delivery, with direct implications for the safety and quality of health care.

There are many barriers to successfully identifying individuals in health care settings, including variable data quality; differing data capture requirements and mechanisms; and varying data matching methods. These definitions provide a base for improving the confidence of health service providers and clients alike that the data being associated with any given individual, and upon which clinical decisions are made, is appropriately associated.

Collection and usage attributes

Collection methods:	This metadata set is primarily concerned with the clinical use of Health care client identification data. It should be used by health and health-related establishments that create, use or maintain, records on health care clients.

Establishments should use this metadata set, where appropriate, for collecting data when registering health care clients or potential health care clients.

The collection of data based on this metadata set is voluntary.

National reporting arrangements

Collectors of this metadata set should refer to relevant privacy legislation, codes of fair information practice and other guidelines so as not to breach personal privacy in their collection, use, storage and disclosure of health care client information. There is no comprehensive privacy legislation covering both the public and private sectors across Australia so users need to consider their particular set of circumstances (i.e. location and sector) and whether privacy legislation covers those circumstances.

A Commonwealth legislative scheme applies to the private sector. Users may refer to the Federal Privacy Commissioner's web site for assistance in complying with their privacy obligations. In the public sector, in instances where no legislation, code of fair information practice or other guidelines covers the particular circumstances, users should refer to AS 4400 Personal privacy protection in health care information systems.

Relational attributes

| Related metadata references: | Supersedes [Health care client identification Health!](#), Superseded 04/05/2005 |
| | Has been superseded by [Health care client identification DSS Health!](#), Retired 20/03/2013 |

Metadata items in this Data Set Specification

Seq No.	Metadata item	Obligation	Max occurs
-	[Birth event—birth plurality, code N](#)	Mandatory	1
-	[Birth event—state/territory of birth, code N](#)	Mandatory	1
-	[Birth—birth order, code N](#)	Mandatory	1
-	[Date—accuracy indicator, code AAA](#)	Mandatory	1
-	[Establishment—organisation identifier (Australian), NNX[X]NNNNN](#)	Mandatory	1
-	[Establishment—organisation identifier (state/territory), NNNNN](#)	Mandatory	1
-	[Establishment—region identifier, X[X]](#)	Mandatory	1
-	[Establishment—sector, code N](#)	Mandatory	1
-	[Person (address)—address line, text X[X(179)]](#)	Mandatory	1
-	[Person (address)—address type, code N](#)	Mandatory	1
-	[Person (address)—Australian postcode, code (Postcode datafile) {NNNN}](#)	Mandatory	1
-	[Person (address)—building/complex sub-unit identifier, [X(7)]](#)	Mandatory	1
-	[Person (address)—building/complex sub-unit type, code A[AAA]](#)	Mandatory	1
-	[Person (address)—building/property name, text X[X(29)]](#)	Mandatory	1
-	[Person (address)—country identifier, code (SACC 1998) NNNN](#)	Mandatory	1
-	[Person (address)—electronic communication address, text [X(250)]](#)	Mandatory	1
-	[Person (address)—electronic communication medium, code N](#)	Mandatory	1

DSS specific information:

Multiple electronic communication addresses (for example, multiple phone numbers, fax numbers and e−mail) may be recorded as required. Each instance should have an appropriate Electronic communication medium and Electronic communication usage code assigned.

Seq No.	Metadata item	Obligation	Max occurs
-	[Person (address)—electronic communication usage, code N](#)	Mandatory	1
-	[Person (address)—floor/level identifier, [NNNA]](#)	Mandatory	1
-	[Person (address)—floor/level type, code A[A]](#)	Mandatory	1
-	[Person (address)—house/property identifier, text X[X(11)]](#)	Mandatory	1
-	[Person (address)—international postcode, text X[X(9)]](#)	Mandatory	1
-	[Person (address)—lot/section identifier, N[X(14)]](#)	Mandatory	1
-	[Person (address)—non-Australian state/province, text [X(40)]](#)	Mandatory	1
-	[Person (address)—postal delivery point identifier, {N(8)}](#)	Mandatory	1
-	[Person (address)—street name, text A[A(29)]](#)	Mandatory	1
-	[Person (address)—street suffix, code A[A]](#)	Mandatory	1
-	[Person (address)—street type, code A[AAA]](#)	Mandatory	1

Seq No.	Metadata item	Obligation	Max occurs
-	Person (address)—suburb/town/locality name, text A[A(49)]	Mandatory	1

DSS specific information:

This data should be verified against the Australia Post Postcode File (see www.auspost.com.au/postcodes). Alternatively, contact State or Territory Health Authorities for Postcode files.

Seq No.	Metadata item	Obligation	Max occurs
-	Person (identifier)—identifier type, geographic/administrative scope code A	Mandatory	1
-	Person (name)—family name, text X[X(39)]	Mandatory	1
-	Person (name)—given name sequence number, code N	Mandatory	1
-	Person (name)—given name, text X[X(39)]	Mandatory	1
-	Person (name)—name conditional use flag, code N	Mandatory	1
-	Person (name)—name suffix sequence number, code N	Mandatory	1
-	Person (name)—name suffix, text A[A(11)]	Mandatory	1
-	Person (name)—name title sequence number, code N	Mandatory	1
-	Person (name)—name title, text A[A(11)]	Mandatory	1

DSS specific information:

For the purpose of positive identification of a person, each name title should be associated with a Name title sequence number.

Name title should not be confused with job title. An example of Name title is 'Mr' for Mister.

Seq No.	Metadata item	Obligation	Max occurs
-	Person (name)—name type, code N	Mandatory	1
-	Person—Australian state/territory identifier, code N	Conditional	0
-	Person—country of birth, code (SACC 1998) NNNN	Mandatory	1

DSS specific information:

Country of birth for newborn babies should be 'Australia'.

Seq No.	Metadata item	Obligation	Max occurs
-	Person—date of birth, DDMMYYYY	Mandatory	1

DSS specific information:

Date of birth must be less than of equal to the date of death.

Seq No.	Metadata item	Obligation	Max occurs
-	Person—government funding identifier, Centrelink customer reference number {N(9)A}	Mandatory	1
-	Person—government funding identifier, Medicare card number N(11)	Mandatory	1
-	Person—Indigenous status, code N	Conditional	1
-	Person—mother's original family name, text X[X(39)]	Mandatory	1
-	Person—person identifier, XXXXXX[X(14)]	Mandatory	1

DSS specific information:

Field cannot be blank.

Seq No.	Metadata item	Obligation	Max occurs
-	Person—sex, code N	Mandatory	1