Edwina Hart AM MBE

Minister for Health and Social Services Y Gweinidog dros lechyd a Gwasanaethau Cymdeithasol

Our ref:

SF/EH/0618/08

EH/ML/020/08

Your ref:

Chairs of NHS Trusts & Local Health Boards



Llywodraeth Cynulliad Cymru Welsh Assembly Government

> Cardiff Bay Cardiff CF99 1NA

Cardiff CF99 1NA Switchboard: 029 2082 5111

Fax: 029 2089 8131

Email ps.minister.for.HSS@wales.gsi.gov.uk

Bae Caerdydd Caerdydd CF99 1NA Switsfwrdd: 029 2082 5111

Ffacs: 029 2089 8131

Ebost ps.minister.for.HSS@wales.gsi.gov.uk

3 February 2009

Dear Chair,

PRE-OPERATIVE ASSESSMENT ACTIVITY

This letter formally communicates to the service the recording and reporting requirements of pre-operative assessment activity.

Following the formal approval by the Welsh Information Governance and Standards Board (WIGSB) in October 2008 contained in Appendix 1, the recording and reporting of pre-operative assessment will commence from 1st April 2009. The Data Set Change Notice DSCN(2008) 10 (W) gives notification of the relevant definitions and technical information for the required submission to the National Outpatient Database for Wales.

The Welsh Assembly Government Resources Directorate commissioned a review of Acute Activity currencies used for contracting and costing purposes, as it was believed there were inconsistencies across NHS Wales leading to an inability to compare value for money in a transparent and accountable way. A Task & Finish Group was established, reporting to the Financial Information Strategy (FIS) Reference Cost Group, to review the current position, to develop proposals for consistent currencies, and to seek feedback from the service and stakeholders.

The review of the current currencies revealed a significant disparity across Wales. The recommendations from the Task & Finish Group were subsequently approved

by the Financial Flows (FFR) Board on 20th November 2007. This recommended that outpatient activity will be identified and costed on New, Follow-up and Preoperative assessments, by Specialty.

Research has noted that pre-operative assessments are regarded as good clinical practice as they have the ability to reduce the possibility of patients not attending for procedures, reduce infections, and may reduce the elective length of stays. The lack of a clear standard to record such assessments in the clinic environment means that adherence to this practice can not be assured.

In light of this there is a requirement to ensure uniformity across Trusts in terms of recording and reporting of pre-operative assessments.

Actions Required

Each NHS Trust and Powys LHB is required to;

 Submit monthly via the Outpatient National Database and via the quarterly Bed Statistics (QS1) only those pre-operative assessments relating to activity carried out in outpatient clinics prior to the day of admission.

Monitoring Arrangements

Compliance with these recommendations will be monitored via standard reports, and data quality reports.

Any queries should be directed to:

Anthony Tracey – Project Manager Corporate Health Information Programme 6th Floor Churchill House Churchill Way Cardiff CF10 2HH

Tel: 029 2020 7619

E-Mail: Anthony.tracey@pmuw.wales.nhs.uk

I will be kept appraised of progress and compliance by my officials

en.

OUTCOME OF WIGSB REVIEW

TITLE OF STANDARD:	Acute activity currencies for costing – recording and reporting of pre-operative assessments
REF. NO.	IGRN 2008 / 006
STAGE OF STANDARD:	Final Proposal
SUBMITTER OF STANDARD	Anthony Tracey, Project Manager, Corporate Health Information Programme, Programme Management Unit, WAG
SPONSOR OF STANDARD:	Director of Resources, Department of Health and Social Services
APPROVAL HISTORY:	 1. 17th January 2008 – Requirement Notification 2. 21st February 2008 – Development Proposal 3. 19th June 2008 – Draft Final Proposal
DATE CONSIDERED BY WIGSB:	16 th October 2008
WIGSB COMMENTS:	Members recognised that pre-operative assessments could take place in many different places but the important criterion for this submission was whether it took place in an outpatient clinic held prior to the day of admission.
	Members highlighted that this piece of work started due to the need to differentiate pre-operative assessments from other outpatient activity so not to disadvantage trusts in their New: Follow-up ratio. For that reason reference to clinic should remain and be clear in the submission. (Para. 5.14)
	In discussions around long term work, the board highlighted that the outpatient comparative project would look at other activity non traditional activity. That would be carried out as a separate piece of work and should be explained in the scope section of the

submission. (Para. 5.15) Members highlighted that the ministerial letter and the submission used the term 'Clinic Environment' and the DSCN refers to 'Outpatient Clinic'. It was agreed to remove the term environment to ensure consistent use of terminology. The board agreed that the proposal was fit for purpose and confirmed that the Data Set Change Notice should reflect the first comment above. WIGSB agreed to attempt to fast track the Outcome for inclusion in the ministerial letter submission. (Para 5.30) WIGSB agreed that the submitter could remove track changes on his submission prior to publication on the Information Governance Process Webpage. (Para 5.31)Include a statement in the scope section of the ACTION(S) TO BE submission to make it clear that the collection relates TAKEN BY SUBMITTER to activity carried out in outpatient clinics prior to the day of admission. Include reference to the Outpatient Comparative Project in the submission explaining that it will include work relating to activity not traditionally reported. Remove the term 'environment' in the ministerial letter and the submission as per the DSCN because environment infers physical location as opposed to an administrative arrangement. Liaise with Data Standards regarding the release of the approved Data Set Change Notice and progress submission of Ministerial Letter to the Minister. Forward updated Final Proposal Submission to WIGSB Secretariat for publication on the Information Governance Process Webpage. WIGSB DECISION: Approved subject to agreed actions

October 2009

REVIEW PERIOD:



Llywodraeth Cynulliad Cymru Welsh Assembly Government

To: Chief Executives **NHS Trusts. Health Commission Wales Local Health Boards in Wales Director, Delivery and Support Unit Regional Directors**

Mr Paul Williams **Head, Department for Health & Social Services Chief Executive, NHS Wales** Pennaeth, Adran lechyd a Gofal Cymdeithasol Prif Weithredwraig, GIG Cymru

Eich cyf/ Your ref:

Ein cyf / Our ref: SF/EH/0618/08 - EH/ML/020/08

16th February 2009

Dear Colleagues

PRE-OPERATIVE ASSESSMENT ACTIVITY

Please find attached the Minister's letter to NHS Chairs formally announcing the introduction of the requirements for recording and reporting of pre-operative assessment activity.

Each Welsh NHS Trust and Powys LHB is required to take appropriate action set out in the Ministerial letter.

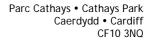
Yours sincerely

Mr Paul Williams

Head, Department for Health & Social Services **Chief Executive, NHS Wales**

Pennaeth, Adran lechyd a Gofal Cymdeithasol

Prif Weithredwraig, GIG Cymru



E-bost • E-mail: williamsP10@wales.gsi.gov.uk

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