Statutory Reporting Periods

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This article is part of the systems administration guide. You will require administration access to view the pages mentioned in this article.

Once a Location has been added it will need to be edited to update the Statutory Reporting Periods. This will also allow you to update the other relevant reporting such as State based Cancer Reporting

To Add Statutory Reporting Periods

1. Access **Locations** from the menu.

2. Select the relevant Location name (hyperlink).

    a. The Location Details screen will display.

3. Scroll down to the Statutory Reporting Periods section.

4. Select the **New** button.

    a. The Statutory Reporting Period screen will display.

5. Fill in the remaining fields based on the table below.

6. Select **Create Statutory Report period**.

Field	Description
Location	This will default to the selected Location
Statutory Report	This is a drop down list with the following values: • AAPC - ACT Admitted Patient Care Data Collection • HCP - Hospital Casemix Protocol • HMDS - Hospital Morbidity Data System • ISAAC - Integrated South Australian Activity Collection • PHISCo - Private Hospital Inpatient Statistic Collection • QHAPDC - Queensland Hospital Admitted Patient Data Collection • QLDCNR - Queensland Cancer Registry • VAED - Victorian Admitted Episodes Dataset
Start Date	This is important to ensure reporting starts correctly.
End Date	

To Review / Edit Statutory Reporting Periods

1. Access **Locations** from the menu.

2. Select the relevant Location name (hyperlink).

   a. The Location Details screen will display.

3. Scroll down to the Statutory Reporting Periods section.

4. Select the **Show** button next to the relevant statutory report.

   a. The Statutory Reporting Period screen will display

5. Select the **Edit** button.

6. You can edit the **Start** and **End Date** fields.

7. Select **Update Statutory report period**.

VAED-specific Statistical Values

The fields below should only be used by Victorian Hospitals already reporting to VAED and migrating to CareRight from another system during a financial year. These fields record the financial YTD statistical values that are reported to VAED.

The administrator should set these fields to the corresponding values from the trailer records 1 and 2 as submitted by their previous software.

If CareRight is being introduced to a green field site, or CareRight is first being used from July 1st, these values should all be 0.

Summary Statistics Financial YTD

Admissions (includes Statistical)	62
Separations (includes Statistical)	62
Statistical Separations	0
Patient Days	62

End of Month Statistics YTD and Total Patient Days

YTD Separations

Private Acute	2
Private NHT	4
Compensable	8
Ineligible	16
Public - Under Contract	32

YTD Patient Days

Private Acute	2
Private NHT	4
Compensable	8
Ineligible	16
Public - Under Contract	32

Total Patient Days for YTD Separations

Private Acute	2
Private NHT	4
Compensable	8
Ineligible	16
Public - Under Contract	32

Same Day Separations YTD

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Private Acute	2
Private NHT	4
Compensable	8
Ineligible	16
Public - Under Contract	32

Statutory Reporting Prefix for ISAAC (v6.70 Feature)

To meet regulatory requirements, CareRight now supports the creation of a prefix that can be added to an MRN for ISAAC statutory reports.

This can be defined as follows:

1. From the Administration environment, select **Locations** in the Main Menu.

2. Click on a location's name to view its details.

3. In the Statutory Report Periods panel, click **Show** for the "ISAAC - Integrated South Australian Activity Collection (ISAAC)" entry.

4. Click **Edit**.

5. In the **File No. Prefix** field, enter a unique prefix entry that will be associated with the MRN.

6. Click **Update Statutory Report Period**.

Statutory Report Period

Location	Banksia Park Clinic
Statutory Report	ISAAC - Integrated South Australian Activity Collection (ISAAC)
Start Date	01/09/2015
End Date	

File № Prefix	1

Update Statutory Report Period   Cancel