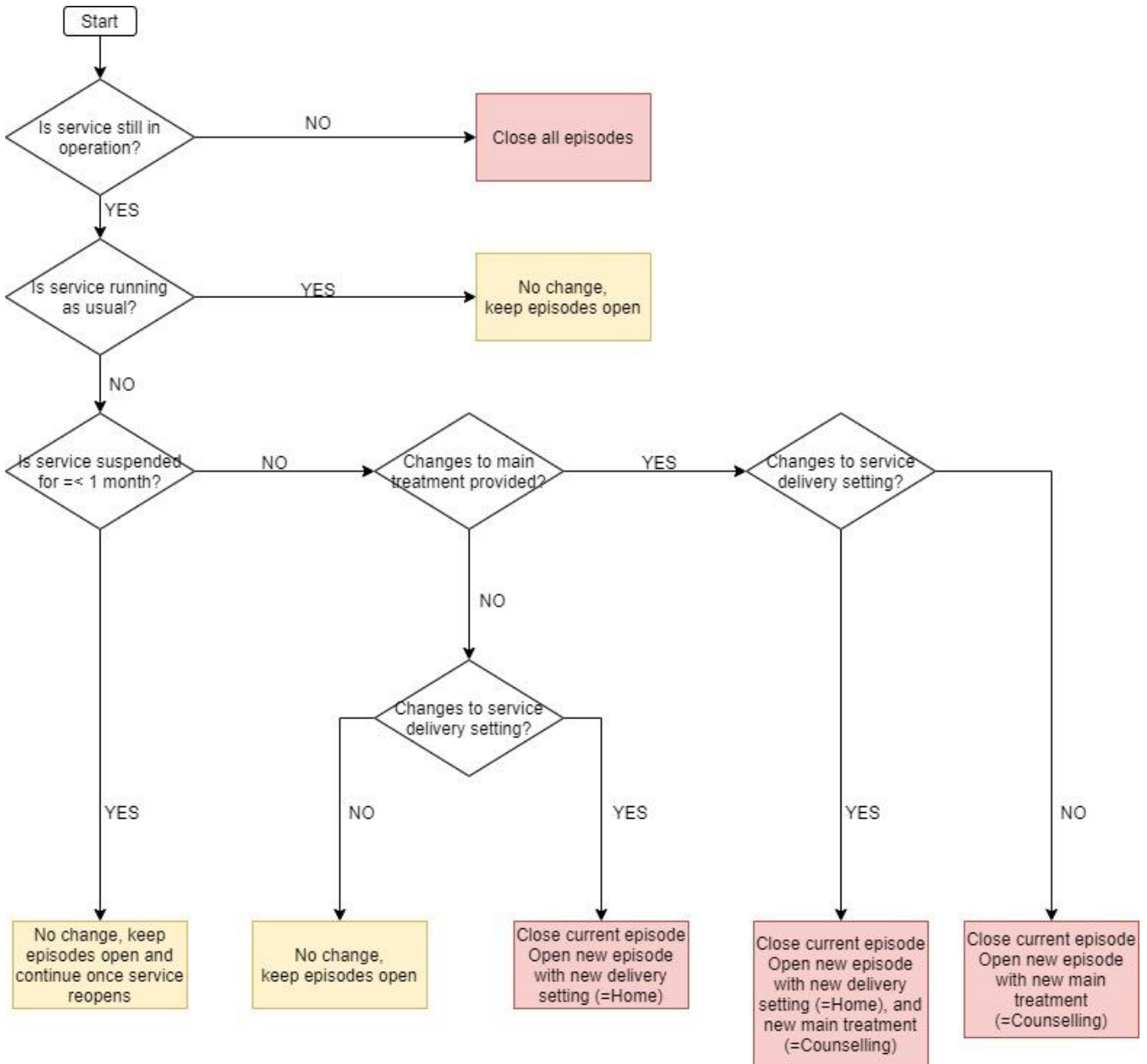![NADA — network of alcohol and other drugs agencies]

Reporting Minimum Data Set – data entry during COVID-19

The COVID-19 pandemic has affected the delivery of services to clients for many not-for-profit organisations. It is important to document these changes in NSW DATS collection. Your service delivery may be modified during the COVID-19 pandemic, the below flow chart should help you navigate data entry during this period.

Start

Is service still in operation? — NO → Close all episodes

YES

Is service running as usual? — YES → No change, keep episodes open

NO

Is service suspended for =< 1 month? — NO → Changes to main treatment provided? — YES → Changes to service delivery setting?

NO → Changes to service delivery setting?

Is service suspended for =< 1 month? — YES: No change, keep episodes open and continue once service reopens

Changes to service delivery setting? — NO: No change, keep episodes open

Changes to service delivery setting? — YES: Close current episode Open new episode with new delivery setting (=Home)

Changes to service delivery setting? — YES: Close current episode Open new episode with new delivery setting (=Home), and new main treatment (=Counselling)

Changes to service delivery setting? — NO: Close current episode Open new episode with new main treatment (=Counselling)

In all cases where episodes need to be closed, the following data points should be recorded:
Reason for cessation: Other
Referral to another service: Other

Where service provides telehealth individual and group counselling, this should be recorded in 'Service Contacts' as
Service Contact type: Phone (regardless whether videolink, etc.)
Postcode: of the service