

# H.I.P.E.

Hospital In-Patient Enquiry

**2012**

## **INSTRUCTION MANUAL**



For use with the HIPE Portal

01.08.12

HIPE Unit, Health Research & Information Division,  
ESRI.

## INSTRUCTIONS FOR THE CODER

Before you begin, make sure you have the following (which are available from the HIPE Unit, ESRI):

- 6<sup>th</sup> Edition ICD-10-AM/ACHI/ACS classification:  
5 Volume book set or e-Book
- ICD-10-AM/ACHI/ACS training material (as issued at training courses)
- Instruction Manual
- Irish Coding Standards
- Record summary sheets (if required)

Also have for reference

- Medical Dictionary e.g. Dorland's
- M.I.M.S. - Index of Drugs

For definitions of all HIPE variables please refer to the

- HIPE Data Dictionary, at [www.esri.ie/health\\_information/](http://www.esri.ie/health_information/)

## HIPE Support

- |  |  |
|--|--|
| <b>ICD-10-AM Clinical Coding Queries:</b>    | Please submit by email with as much detail as possible to <a href="mailto:hipecodingquery@esri.ie">hipecodingquery@esri.ie</a> |
| <b>HIPE Data Requests &amp; Statistics:</b>  | Complete the online HIPE data request form available at <a href="http://www.hipe.ie/request">www.hipe.ie/request</a>           |
| <b>HIPE Software Support:</b>                | Any queries relating to HIPE software can be submitted to <a href="mailto:HIPEIT@esri.ie">HIPEIT@esri.ie</a>                   |
| <b>HIPE Training Requests &amp; Queries:</b> | Any queries relating to HIPE training can be submitted to <a href="mailto:hipetraining@esri.ie">hipetraining@esri.ie</a>       |
| <b>HIPE Exports:</b>                         | To be submitted monthly via email to <a href="mailto:export@esri.ie">export@esri.ie</a>  |
| <b>HIPE &amp; NPRS Manager:</b>              | Deirdre Murphy, e-mail: <a href="mailto:deirdre.murphy@esri.ie">deirdre.murphy@esri.ie</a>                                     |

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[www.esri.ie](http://www.esri.ie)

# Hospital In-Patient Enquiry (HIPE) Summary Sheet

For use with HIPE on ALL DISCHARGES FROM 01.01.2012

|                       |                      |                               |                      |   |                      |
|-----------------------|----------------------|-------------------------------|----------------------|---|----------------------|
| Hospital No.          | <input type="text"/> | MRN                           | <input type="text"/> | <div style="border: 1px solid black; padding: 5px;"> <b>FOR LOCAL COLLECTION ONLY</b><br/> *Name: <input type="text"/><br/> *Address: <input type="text"/><br/> <input type="text"/> </div> |                      |
| Sex                   | <input type="text"/> | W/List<br>If=1-2              | Mode<br>If=4,5,7     |   |                      |
| Admission Date        | <input type="text"/> | Type (priority) of admission  | <input type="text"/> |   |                      |
| Admission Time        | <input type="text"/> | Admission Source              | <input type="text"/> |   |                      |
| Discharge Date        | <input type="text"/> | Discharge Code                | <input type="text"/> |   |                      |
| Discharge Time        | <input type="text"/> | Date of Birth                 | <input type="text"/> |   |                      |
| Area of Residence     | <input type="text"/> | Admitting Ward                | <input type="text"/> | Day Case  | <input type="text"/> |
| Marital /Civil Status | <input type="text"/> | Discharge Ward                | <input type="text"/> | Day Ward  | <input type="text"/> |
| Medical Card          | <input type="text"/> | Transfer from                 | <input type="text"/> | Day Ward ID   | <input type="text"/> |
| *GMS Number           | <input type="text"/> | Transfer to                   | <input type="text"/> | Oncology Day Ward Flag  | <input type="text"/> |
| Discharge Status      | <input type="text"/> | Temp Leave Days               | <input type="text"/> | Days in a Private Bed   | <input type="text"/> |
| Health Insurer        | <input type="text"/> | Date of Transfer to rehab/PDU | <input type="text"/> | Days in a Semi-Private Bed  | <input type="text"/> |
| Parity                | <input type="text"/> | Infant Admit Weight (grams)   | <input type="text"/> | Days in a Public Bed  | <input type="text"/> |
|                       |                      |                               |                      | Days (or part there of) in ICU  | <input type="text"/> |
| Admitting Consultant  | <input type="text"/> | Primary Consultant            | <input type="text"/> | Up to 10 <b>Intensive Care</b> consultants may be recorded  |                      |
| Discharge Consultant  | <input type="text"/> | Intensive Care Consultant     | <input type="text"/> |   |                      |

For use on all discharges from 01.01.2012

PDX = The diagnosis established after study to be chiefly responsible for occasioning the patient's episode of care in hospital (ACS 0001)

| ICD-10-AM Code   | Hospital Acquired Dx | Consultant**         | Specialty            |
|--|----------------------|----------------------|----------------------|
| (1) <input type="text"/> Principal Diagnosis (PDX)                 | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| (2) <input type="text"/>   | <input type="text"/> | <input type="text"/> |                      |
| (3) <input type="text"/>   | <input type="text"/> | <input type="text"/> |                      |
| (4) <input type="text"/>   | <input type="text"/> | <input type="text"/> |                      |
| (5) <input type="text"/>   | <input type="text"/> | <input type="text"/> |                      |
| (6) <input type="text"/>   | <input type="text"/> | <input type="text"/> |                      |
| (7) <input type="text"/>   | <input type="text"/> | <input type="text"/> |                      |
| (8) <input type="text"/>   | <input type="text"/> | <input type="text"/> |                      |
| (9) <input type="text"/>   | <input type="text"/> | <input type="text"/> |                      |
| (10) <input type="text"/> Up to 30 diagnoses codes may be entered. | <input type="text"/> | <input type="text"/> |                      |

| Procedure/Intervention Codes                                      | Block No.                | Consultant**         | Consultant Anaesthetist** | Date of Procedure    |
|---|--------------------------|----------------------|---------------------------|----------------------|
| (1) <input type="text"/> Principal Procedure                      | [ <input type="text"/> ] | <input type="text"/> | <input type="text"/>      | <input type="text"/> |
| (2) <input type="text"/>  | [ <input type="text"/> ] | <input type="text"/> | <input type="text"/>      | <input type="text"/> |
| (3) <input type="text"/>  | [ <input type="text"/> ] | <input type="text"/> | <input type="text"/>      | <input type="text"/> |
| (4) <input type="text"/>  | [ <input type="text"/> ] | <input type="text"/> | <input type="text"/>      | <input type="text"/> |
| (5) <input type="text"/> Up to 20 procedure codes may be entered. | [ <input type="text"/> ] | <input type="text"/> | <input type="text"/>      | <input type="text"/> |

Case entered on HIPE:

\* Patient Name, Address, full DOB, and GMS number are currently not exported to the ESRI. Collected only at hospital level.

\*\* More than one consultant can be recorded.

# HIPE Instruction Manual

HIPE collects information on in-patient and day patient activity from participating hospitals. A HIPE discharge record is created when a patient is discharged from (or dies in) hospital. This record contains administrative, demographic and clinical information for a discrete episode of care. An episode of care begins at admission to hospital and ends at discharge from (or death in) that hospital.

This manual provides instruction on the capture of administrative and demographic data for each HIPE discharge record. Clinical data are captured in accordance with the classification and associated standards.

All variables listed are for collection for discharges from 01.01.2012. When reviewing HIPE data for previous years, please refer to the Instruction Manual for the relevant period.

↓ The arrow beside a field below refers to items downloaded by the PAS where available. These fields must always be verified against the information in the chart.

***All HIPE Data are subject to Audit (including chart based reviews)***

1. **Hospital No:** A 3 digit code allocated to your hospital by the ESRI for HIPE purposes is automatically assigned by the data entry software. This code is for ESRI operational use only. It differs from the 4-digit Department of Health Hospital codes which are used for transfers to and from the hospital.
- ↓ 2. **Chart Number:** Up to 7 characters allowed. If less than 7, place zeros before the chart number (or case reference number). Up to 2 alpha characters allowed, again place these before the chart number and in the first position(s).
- ↓ 3. **Date of Admission:** Enter day, month and year in appropriate boxes, inserting zeros where necessary.  
e.g. 1st March 2012 = 

|    |    |      |
|----|----|------|
| 01 | 03 | 2012 |
|----|----|------|
- ↓ 3a. **Time of Admission:** The time of admission in the 24 hour format for the patient will be collected for all patients discharged from hospital. The time of admission will be the time, as recorded on the PAS, the patient was admitted to a ward as either a daycase or an inpatient.

# Admission codes

**Type of Admission** This indicates the *priority* of the admission

## 4. Type of Admission

### 1 Elective

The patient's condition permits adequate time to schedule the availability of suitable services. An elective admission may be delayed without substantial risk to the health of the individual.

### 2 Elective Readmission

Patient admitted electively to continue ongoing treatment or care.

### 4 Emergency

The patient requires immediate care and treatment as a result of a severe, life threatening or potentially disabling condition. Generally, the patient is admitted through the Emergency Department.

### 5 Emergency Readmission

This is an unscheduled readmission following a previous spell of treatment in the same hospital and relating to the treatment or care previously given.

### 6 Maternity

The patient is admitted related to their obstetrical experience. (From conception to 6 weeks post delivery).

Collection of the patient's parity is mandatory for this Admission Type – see pg. 14 for further details.

### 7 New born (0-27 days)

Neonate admitted to hospital for care or observation. Type of admission '7' will be used for patients up to the age of 28 days (0-27 days old) who are admitted to the hospital as an emergency or where the admission is unplanned.

Note: Any other neonatal patients (0-27 days old) admitted routinely will be assigned the regular booked admission type.

### "Type" of Waiting List category

When a user indicates that the admission type is either **1- Elective** or **2 - Elective Readmission** a display box appears on the screen to ask if the case is funded by the National Treatment Purchase Fund (NTPF).

**0 – Not NTPF**

**1 – Yes NTPF**

### Elective MAU Admissions:

Elective admissions to registered MAUs will record an elective admission type. The admitting ward will record the MAU ward code and the discharge ward will be coded as appropriate.

### Mode of Emergency Admission

This information indicates where the patient was treated *prior to being admitted* into the hospital as an inpatient or when the patient was treated only in a registered Medical Assessment Unit (MAU).

When the user chooses a **Type of Admission: Emergency or Newborn**, a display box presents the options of:

1 ED (Emergency Department)

2 MAU – **Admitted as InPatient.**

This code is assigned if the patient is admitted to the hospital through the MAU.

3 Other

4 Unknown

5 MAU– **Day Only.**

This code is assigned if the patient is admitted as an emergency to the MAU and discharged from there on the same day.

Note: Once a MAU has been registered with the National Casemix Programme at the HSE contact the HIPE Unit IT Department to activate MAU HIPE Data Collection.

**5. Source of Admission** - *Where the patient was prior to admission.*

- ↓
- 1** Home
  - 2** Transfer from nursing home/convalescent home or other long stay accommodation
  - 3** Transfer from Hospital in HIPE Hospital listing or transfer from *any* Acute Hospital not specified in HIPE Hospital listing (see pages 15 – 16 in this manual).

When the coder enters a transfer (3) as a source of admission the system will respond with a request to identify the hospital in question. This hospital may be entered as a 4-digit code from the table of Department of Health and Children hospital codes (See pull down menu on PC or listing at the end of this instruction manual).

- 4** Transfer from Non-Acute Hospital not in HIPE Hospital listing
- 5** Transfer from hospice not in HIPE Hospital listing
- 6** Transfer from psychiatric hospital/unit
- 7** New born
- 8** Temporary place of residence (e.g. hotel)
- 9** Prison
- 0** Other

**6. Date of Discharge**

↓ Enter the appropriate date in the appropriate boxes inserting zeros where necessary.

e.g. 10<sup>th</sup> March 2012 =

Where a patient is discharged from the same hospital more than once in the same day, these episodes are consolidated into one discharge record for HIPE purposes.

**6a. Time of Discharge**

↓ The time of discharge, in the 24 hour format, for the patient will be collected for all patients, both daycases and inpatients, discharged from hospital. The time of discharge will be the time, as recorded on the PAS, that the patient was discharged.

**7. Discharge codes** identify the discharge destination

- ↓
- 00** - Self discharge
  - 01** - Home
  - 02** - Nursing home, convalescent home or long stay accommodation
  - 03** - **Emergency** Transfer to Hospital in HIPE Hospital listing or transfer to *any* Acute Hospital not specified in HIPE Hospital listing (see pages 15 – 16 in this manual).
  - 04** - **Non Emergency** Transfer to Hospital in HIPE Hospital listing or transfer to *any* Acute Hospital not specified in HIPE Hospital listing (see pages 15 – 16 in this manual).

When the coder enters a transfer (03 or 04) as a discharge code the system will respond with a request to identify the hospital in question. This hospital may be entered by a 4-digit code number from the table of Department of Health and Children hospital codes (See pull down menu on PC or listing at the end of this instruction manual).

- 05** - Transfer to psychiatric hospital/unit
- 06** - Died with post mortem
- 07** - Died no post mortem
- 08** - Emergency Transfer to Non-Acute hospital not in HIPE Hospital Listing
- 09** - Non Emergency Transfer to Non-Acute hospital not in HIPE Hospital Listing
- 10** - Transfer to external rehabilitation facility (not in HIPE Hospital Listing)
- 11** - Hospice (not in HIPE Hospital Listing)
- 12** - Prison
- 13** - Absconded
- 14** - Other (e.g. Foster care)
- 15** - Temporary place of residence (e.g. hotel)

↓

## 8. Date of Birth

The date of birth is stored as 8 digits (dd/mm/yyyy). It is possible to key the last two digits of the year (yy) and the software will convert this to a year this century (20yy). If the date of birth is unknown the year must be estimated and entered with the day and month being keyed as 00/00 e.g. 1981 = 00/00/1981.

The full date of birth is collected only at hospital level. Full details are not currently exported to the ESRI.

↓

## 9. Infant Admission Weight

For patients aged less than 1 year of age, admission weight is collected in grams in the following circumstances:

- Required for all neonates (0-27 days old)
- Required for infants up to 1 year of age **with** an admission weight less than 2,500 grams.

The value collected will be the weight in whole grams on admission. If the patient is admitted on the day of birth, the admission weight will be the birth weight.

↓

## 10. Sex

Enter appropriate code:

- 1 - Male
- 2 - Female
- (3 - Unknown) *Rare and Unlikely*

↓

## 11. Marital /Civil Status<sup>1</sup>

Enter appropriate code:

- |                                |                          |                             |
|--------------------------------|--------------------------|-----------------------------|
| 1 – Single                     | 5 – Unknown              | 9 – Surviving Civil Partner |
| 2 – Married                    | 6 – Divorced             |                             |
| 3 – Widowed                    | 7 – Civil Partner        |                             |
| 4 – Other (includes Separated) | 8 – Former Civil Partner |                             |

↓

## 12. Medical Card Indicator

This relates to the patient's eligibility and not to the status of bed used by the patient during the stay in hospital. If the patient has full eligibility for health services and has a medical card, the coder will enter the appropriate code

0 - No    1 - Yes    2 – Unknown

↓

## 13. GMS Patient Number

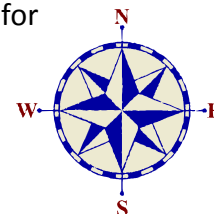
If a coder enters 1 (Yes) in the medical card indicator field they will then enter the GMS (General Medical Services/Medical Card) number for the patient. If the coder does not know the GMS Patient Number they can enter **n/a** into this field.

The GMS Patient Number will only be collected locally at hospital level. This information is not currently exported to the ESRI.

<sup>1</sup> Updated following the *Civil Partnership and Certain Rights and Obligations of Cohabitants Act 2010*

#### 14. Area of Residence

The area of residence code identifies the place where the person would normally reside, i.e. 'home address'. Foreign nationals now resident in this country would have a code assigned for where they now live in Ireland. Foreign visitors here for short stays would be coded to the country where they normally reside.



|                |      |
|----------------|------|
| No fixed abode | 0000 |
|----------------|------|

| Ireland                    |      |
|----------------------------|------|
| County                     | Code |
| Carlow                     | 0500 |
| Cavan                      | 2900 |
| Clare                      | 1600 |
| Cork (City)                | 1101 |
| Cork (County)              | 1200 |
| Donegal                    | 2800 |
| North Dublin City & County | 0100 |
| South Dublin City & County | 0200 |
| Galway (City)              | 1801 |
| Galway (County)            | 1900 |
| Kerry                      | 1300 |
| Kildare                    | 0300 |
| Kilkenny                   | 0700 |
| Laois                      | 2500 |
| Leitrim                    | 2600 |
| Limerick (City)            | 1401 |
| Limerick (County)          | 1500 |
| Longford                   | 2200 |
| Louth                      | 3100 |
| Mayo                       | 2100 |
| Meath                      | 3200 |
| Monaghan                   | 3000 |
| Offaly                     | 2400 |
| Roscommon                  | 2000 |
| Sligo                      | 2700 |
| Tipperary (Nth Riding)     | 1700 |
| Tipperary (Sth Riding)     | 0800 |
| Waterford (City)           | 0901 |
| Waterford (County)         | 1000 |
| Westmeath                  | 2300 |
| Wexford                    | 0600 |
| Wicklow                    | 0400 |
|                            |      |
| Northern Ireland           | 3310 |
|                            |      |
|                            |      |
|                            |      |

| Europe  |      |
|---|------|
| Country                                       | Code |
| Austria                                       | 3318 |
| Belgium                                       | 3301 |
| Bulgaria                                      | 3331 |
| Cyprus  | 3321 |
| Czech Republic                                | 3322 |
| Denmark                                       | 3302 |
| England                                       | 3303 |
| Estonia                                       | 3323 |
| Finland                                       | 3316 |
| France  | 3304 |
| Germany                                       | 3305 |
| Greece  | 3306 |
| Holland                                       | 3307 |
| Hungary                                       | 3324 |
| Italy   | 3308 |
| Latvia  | 3325 |
| Lithuania                                     | 3326 |
| Luxembourg                                    | 3309 |
| Malta   | 3327 |
| Norway  | 3317 |
| Poland  | 3328 |
| Portugal                                      | 3314 |
| Romania                                       | 3332 |
| Scotland                                      | 3311 |
| Slovak Republic                               | 3329 |
| Slovenia                                      | 3330 |
| Spain   | 3313 |
| Sweden  | 3315 |
| Wales   | 3320 |
| All other European                            | 3350 |
|   |      |
| Rest of the World                             |      |
| Africa  | 3400 |
| America North and Canada                      | 3501 |
| America South, Central and The Caribbean      | 3502 |
| Asia, Middle East, Far East & South East Asia | 3600 |
| Australia, New Zealand & Oceania              | 3700 |



# TIPPERARY - North & South Ridings

## Tipperary North Riding:

**1700**

|              |             |
|--------------|-------------|
| Ballinastick | Silvermines |
| Ballina      | Sherry      |
| Ballingarry  | Templemore  |
| Ballynonty   | Templetouhy |
| Ballycahill  | Thurles     |
| Birr         | Toomevara   |
| Borrisokane  | Tyane       |
| Borrisoleigh | Upperchurch |
| Bouladuff    |             |
| Birdhill     |             |
| Ballinahow   |             |
| Coalbrook    |             |
| Cloughjordan |             |
| Clonea       |             |
| Clonlea      |             |
| Dolla        |             |
| Dronard      |             |
| Drangan      |             |
| Drumbane     |             |
| Glencarragh  |             |
| Gaile        |             |
| Gortnahoe    |             |
| Glengoole    |             |
| Holycross    |             |
| Inch         |             |
| Kyle         |             |
| Littleton    |             |
| Lorrha       |             |
| Loughnafulla |             |
| Lisnaginly   |             |
| Milestone    |             |
| Nenagh       |             |
| Newhill      |             |
| Newport      |             |
| Puckane      |             |
| Portroe      |             |
| Roscrea      |             |

## Tipperary South Riding:

**0800**

|                 |                   |
|-----------------|-------------------|
| Abbey           | Grantstown        |
| Abbeyside       | Glohihan          |
| Annacarthy      | Golden            |
| Ardfinnan       | Goolds Cross      |
| Athenny         | Hollyford         |
| Ballinilard     | Loughtally        |
| Ballinure       | Kilfeackle        |
| Ballydrehid     | Kellenaule        |
| Ballykisteen    | Kilcross          |
| Ballyloogy      | Kishane           |
| Ballymacarberry | Kilshelan         |
| Ballypatrick    | Knockroe          |
| Ballyporeen     | Knockgraffan      |
| Bansha          | Lattin            |
| Bonorlahan      | Limerick Junction |
| Burncourt       | Lisronagh         |
| Bohererowe      | Loughtally        |
| Cullen          | Monard            |
| Cahir           | Mullinahone       |
| Cappawhite      | Noan              |
| Carrick-On-Suir | Newcastle         |
| Cashel          | New Inn           |
| Clerihan        | Rossmore          |
| Clogheen        | Tipperary Town    |
| Cloneen         | Nine-Mile-House   |
| Clonmel         |                   |
| Crohan          |                   |
| Commins         |                   |
| Donaskeigh      |                   |
| Dondhill        |                   |
| Dualla          |                   |
| Dundrum         |                   |
| Emly            |                   |
| Fethard         |                   |

# **DUBLIN HIPE POSTAL CODES**

**North Dublin – 0100** (all **odd** numbered postal codes)

**South Dublin – 0200** (all **even** numbered postal codes)

For further specificity a patient's own Dublin postal codes may be incorporated into these codes, 0100 & 0200. Please see the the list of examples below.

| <b>Address</b>      | <b>Code</b> |
|---------------------|-------------|
| Arbour Hill (7)     | 0107        |
| Artane (5)          | 0105        |
| Baily (13)          | 0113        |
| Balbriggan          | 0100        |
| Baldoye (13)        | 0113        |
| Balgriffin (17)     | 0117        |
| Ballinteer (16)     | 0216        |
| Ballsbridge (4)     | 0204        |
| Ballybough (3)      | 0103        |
| Ballybrack          | 0200        |
| Ballyedmonduff (18) | 0218        |
| Ballyfermot (10)    | 0210        |
| Ballygall (11)      | 0111        |
| Ballyogan (18)      | 0218        |
| Bawnogue (22)       | 0222        |
| Bayside (13)        | 0113        |
| Beaumont (9)        | 0109        |
| Belcamp (17)        | 0117        |
| Blackrock           | 0200        |
| Blanchardstown (15) | 0115        |
| Bluebell (12)       | 0212        |
| Bohernabreena (24)  | 0224        |
| Cabinteely (18)     | 0218        |
| Cabra (7)           | 0107        |
| Cappagh (11)        | 0111        |
| Carrickmines (18)   | 0218        |
| Castleknock (15)    | 0115        |
| Chapelizod (20)     | 0220        |
| Churchtown (14)     | 0214        |
| Clondalkin (22)     | 0222        |
| Clonee (15)         | 0115        |
| Clonliffe (3)       | 0103        |
| Clonsilla (15)      | 0115        |
| Clontarf (3)        | 0103        |
| Coolock (5)         | 0105        |
| Corduff (15)        | 0115        |
| Cornelscourt (18)   | 0218        |
| Cremore (11)        | 0111        |
| Cruagh (16)         | 0216        |
| Crumlin (12)        | 0212        |

| <b>Address</b>     | <b>Code</b> |
|--------------------|-------------|
| Darndale (17)      | 0117        |
| Dartry (6)         | 0206        |
| Deans Grange       | 0200        |
| Dollymount (3)     | 0103        |
| Dolphin's Barn (8) | 0208        |
| Donaghmede (13)    | 0113        |
| Donnybrook (4)     | 0204        |
| Drimnagh (12)      | 0212        |
| Drumcondra (9)     | 0109        |
| Dubber (11)        | 0111        |
| Dundrum (14)       | 0214        |
| Dun Laoghaire      | 0217        |
| East Wall (3)      | 0103        |
| Edmonstown (16)    | 0216        |
| Elm Mount (9)      | 0109        |
| Fairview (3)       | 0103        |
| Finglas (11)       | 0111        |
| Firhouse (24)      | 0224        |
| Four Courts (7)    | 0107        |
| Foxrock (18)       | 0218        |
| Goatstown (14)     | 0214        |
| Griffith Ave. (9)  | 0109        |
| Harmonstown (5)    | 0105        |
| Howth (13)         | 0113        |
| Inchicore (8)      | 0208        |
| Irishtown (4)      | 0204        |
| Island Bridge (8)  | 0208        |
| Jamestown (11)     | 0111        |
| Jobstown (24)      | 0224        |
| Kilmacud           | 0200        |
| Kilmainham (8)     | 0208        |
| Kilmashogue (16)   | 0216        |
| Kilnamanagh (24)   | 0224        |
| Kilshane (11)      | 0111        |
| Kilternan (18)     | 0218        |
| Kimmage Rd. (6w)   | 0206        |
| Knocklyon (16)     | 0216        |
| Malahide           | 0100        |
| Marino (3)         | 0103        |
| Merchants' Qy. (8) | 0208        |
| Merrion (4)        | 0204        |

| <b>Address</b>    | <b>Code</b> |
|-------------------|-------------|
| Monkstown         | 0200        |
| Mt. Merrion       | 0200        |
| Mulhuddart (15)   | 0115        |
| Neilstown (22)    | 0222        |
| Newtown Park      | 0200        |
| Oldbawn (24)      | 0224        |
| Palmerstown (20)  | 0220        |
| Pembroke (4)      | 0204        |
| Phibsboro (7)     | 0107        |
| Porterstown (15)  | 0115        |
| Portmarnock       | 0100        |
| Portobello (8)    | 0208        |
| Priorswood (17)   | 0117        |
| Raheny (5)        | 0105        |
| Ranelagh (6)      | 0206        |
| Rathgar (6)       | 0206        |
| Rathmines (6)     | 0206        |
| Ringsend (4)      | 0204        |
| Riverside (17)    | 0117        |
| Rockbrook (16)    | 0216        |
| Roebuck (14)      | 0214        |
| S.C.R (8)         | 0208        |
| Sandford (6)      | 0206        |
| Sandyford (18)    | 0218        |
| Sandymount (4)    | 0204        |
| Santry (9)        | 0109        |
| Shankill (18)     | 0218        |
| Skerries          | 0100        |
| Stepaside (18)    | 0218        |
| Stillorgan        | 0200        |
| Sutton (13)       | 0113        |
| Tallaght (24)     | 0224        |
| Terenure (6)      | 0206        |
| The Coombe (8)    | 0208        |
| Ticknock (18)     | 0218        |
| Wadelai (11)      | 0111        |
| Walkinstown (12)  | 0212        |
| Whitechurch (16)  | 0216        |
| Whitehall (16)    | 0216        |
| Whitehall (9)     | 0109        |
| Windy Arbour (14) | 0214        |



↓ **15. Patient status on discharge**

Refers to the public/private status of the patient and not to the type of bed occupied. Either public or private must be specified.

Enter appropriate code:

**1** - Public

**2** - Private<sup>†</sup>

<sup>†</sup> Where the patient has a discharge status of Private the **Health Insurer** of the patient will be collected. The coder will have the option to select from the following list of Health Insurers:

| Code | Description  |
|------|--|
| 1    | Voluntary Health Insurance (VHI)                       |
| 2    | Laya (formerly Quinn Healthcare)                       |
| 3    | Aviva  |
| 5    | Company Insurance plan (ESB etc.)                      |
| 6    | State employee insurance (Prison Officer, Garda, Army) |
| 7    | GloHealth  |
| 8    | Not stated   |
| 9    | Other  |
| 0    | No Insurance   |

↓ **16. Day Case**

A day case is a patient who is admitted to hospital on an elective basis for care and/or treatment which does not require the use of a hospital bed overnight and who is discharged as scheduled. (*Source*: Department of Health and Children, September 1993).

Enter appropriate code for Day Case: **0** - No **1** – Yes

↓ **17. Day Ward Indicator**

If the patient is identified as a day case it is necessary to denote that the patient was admitted to a dedicated named day ward. The options presented will be

**0** - No **1** - Yes **2** - Unknown.

Hospitals must register their dedicated day wards with the National Casemix Programme, HSE prior to using this facility.



**18. Day Ward Identifier**

If the answer to Day Ward Indicator is **1 – Yes**, the pre-registered Day Ward name must be entered to identify the day place where the patient was treated.

Where a case is coded as being in an Oncology Day Ward a ‘type of attendance’ flag may appear; see Irish Coding Standard 02X0: Classification of Attendances at Oncology Daywards.



**19. ITU/ICU days (where applicable)**

This identifies the number of days, or part thereof, the patient spent in an intensive care environment e.g. ICU/ITU/CCU/HDU/NITU etc. The midnight census can be used to determine the number of days spent in these environments. If the patient spends less than 1 day in these environments and is not present at the time of the midnight census, a stay of less than one day can optionally be recorded as ‘1’ day. Where part of day is spent in ICU the allocation of public/private/semi-private days can be adjusted accordingly.



**20. Number of days (where applicable) in a:**

a) Private Bed

The midnight census can be used to determine the number of days spent in a private bed. Same day in-patient and day cases allocated a private bed are to be counted as one private day.

b) Semi-private bed

The midnight census can be used to determine the number of days spent in a semi-private bed. Same day in-patient and day cases allocated a semi-private bed are to be counted as one semi-private day.



**21. Number of days in a public bed (where applicable)**

The midnight census can be used to determine the number of days spent in this environment. Same day in-patients and day cases allocated a public bed count as one public day.

## 22. Consultant Identifiers

Each consultant has a unique number (4 digit code) assigned by the ESRI which may *not* be used for any other consultant. When a consultant (including non-permanent consultants) takes up duty a written request for a new (or existing) number is sent to the ESRI. All consultant numbers are encrypted on export to the ESRI.

### **Notes:**

- **For data entry purposes, where the entire case is handled by one consultant his/her code number need only be entered opposite the principal diagnosis.**
- **If more than one consultant is involved in a case** the relevant consultant code number will be placed opposite the relevant diagnoses/procedures. See ICS 0027 Multiple Coding.
- **A specialty code is assigned to the record on the basis of the specialty assignment of the consultant associated with the principal diagnosis.** The specialty assignment of the consultant is determined locally. All specialty codes are listed at the end of this instruction manual.

## Consultant Types

### ↓ **22(a) Primary Consultant**

↓ The primary consultant is the consultant who has overall responsibility for the case. If there is no clear information in the chart on the identity of the primary consultant, the code for the discharge consultant will be used.

### ↓ **22(b) Admitting Consultant**

↓ The admitting consultant is the consultant who admits the patient. If there is no clear information in the chart on the identity of the admitting consultant, the code for the primary consultant will be used.

### ↓ **22(c) Discharge Consultant**

↓ The discharge consultant is the consultant who discharges the patient at the end of the episode.

### **22(d) Consultant Anaesthetists**

The consultant anaesthetist should be recorded next to the procedure where a coded anaesthetic was administered as part of the procedure. The operating consultants' and consultant anaesthetists' codes will also be repeated against the anaesthetic code for the procedure.

If there is no coded anaesthetic for a procedure then there will be no code entered for the consultant anaesthetist. The existing coding standard on the administration of local anaesthetic (ACS 0031) continues to apply and, as such, neither local anaesthetics nor the consultants who administer them should be coded.

### **22(e) Intensive Care Consultant**

Consultant codes are assigned for Intensive Care Consultants/Consultant Intensivists when a patient spends any time in an intensive care environment and this is documented in the chart. Codes for up to ten Intensive Care Consultant/Consultant Intensivists can be entered on the patient's HIPE record.

↓ **23. Procedure Dates** (where applicable)  
A procedure date is collected for all coded procedures. The principal procedure is sequenced first regardless of the date performed. See ICS 002X Date for Each Procedure Performed.

↓ **24. Ward Identification**  
The ward identifier can be up to 6 characters in length.

- Admitting ward:  
The ward to which the patient is formally admitted. If the admission ward is unclear the coder should determine the ward based on the midnight census.
- Discharge ward:  
The ward occupied prior to discharge.  
(Source: Department of Health&Children CX06/2006)

↓ **25. Temporary leave days** (where applicable)  
For all discharges the number of temporary leave days will be collected to “enable the collection of information on the number of days during an in-patient stay where the patient is not in the hospital and has been temporarily sent home.”  
(Source: Department of Health&Children CX06/2006)

There will be a single HIPE record to include the total length of stay in days from the patient’s original admission to the eventual final discharge.

This field will **not** be collected where:

- A patient is considered to be “clinically discharged” but continues to reside in a bed for a number of days prior to being transferred to another facility.
- Where a patient is temporarily sent to another hospital for a day to undergo a particular procedure.
- Where the patient returns home during a day and returns before midnight.
- Where a patient returns home for more than three days and is readmitted after this.

- ↓ 26. **Parity (see also ICS V3.0, p.7; Parity, HIPE Guidelines for Administrative Data)**
- Collection of the patient's parity is mandatory for all cases with admission type "6 Maternity". For this variable, two separate integer (whole) numbers are collected to record:
- The number of previous livebirths
  - The number of previous stillbirths (over 500g)

For multiple births, each birth is counted. The current pregnancy is not included. Where information is available, parity may be collected for all other females regardless of admission type.

Please note the following:

- Please use '0' to record where there are no previous live births and/or stillbirths.
- If the number of previous live births or the number of previous stillbirths is not documented this will be recorded as NA (not available).

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### Batch Coding Facility for Radiotherapy and Dialysis Episodes

A program is available to facilitate the collection of same day radiotherapy and dialysis episodes. Please contact the HIPE Unit for information on this software.

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### Optional Field

**Contact the IT Department at the HIPE Unit, ESRI to activate the following optional field:**

#### Date of transfer to a Pre-Discharge Unit/Rehab (where applicable)

A date may be collected to identify when a patient was *transferred* to a Pre-Discharge Unit/Rehab within the hospital prior to being discharged as planned. *Prior to collecting this additional field hospitals must register the Pre-Discharge Unit/Rehab with the National Casemix Programme, HSE.*

By definition this will not be the same as discharge date.

e.g. A patient is transferred to the Pre Discharge Unit/Rehab of their hospital on 16<sup>th</sup> March 2011 and is discharged home from the Pre Discharge Unit/Rehab 3 days later on the 19<sup>th</sup> March 2011

|  |           |           |             |
|--|-----------|-----------|-------------|
| Date of transfer to Pre Discharge Unit/Rehab | 16        | 03        | 2011        |
| <b>Date of Discharge from Hospital</b>       | <b>19</b> | <b>03</b> | <b>2011</b> |

## DEPARTMENT OF HEALTH & CHILDREN HOSPITAL CODES (For use with transfers)

### Dublin and Mid Leinster Region

- 0100 St. Mary's Hospital, Phoenix Park
- 0101 St. Columcille's Hospital, Loughlinstown
- 0102 Naas General Hospital
- 0106 Cherry Orchard Hospital, Ballyfermot
- 0201 Midland Regional Hospital, Portlaoise
- 0202 Midland Regional Hospital, Mullingar
- 0203 Midland Regional Hospital, Tullamore

### Dublin and North East Region

- 0400 Louth County Hospital, Dundalk
- 0402 Cavan General Hospital
- 0403 Our Lady's Hospital, Navan
- 0404 Monaghan General Hospital
- 0922 Our Lady of Lourdes Hospital, Drogheda
- 0108 Connolly Hospital Blanchardstown

### Western Region

- 0300 Midwestern Regional Hospital, Dooradoyle
- 0301 Midwestern Regional Maternity Hospital Limerick
- 0302 Midwestern Regional Orthopaedic Hospital, Croom
- 0304 Midwestern Regional Hospital, Nenagh
- 0305 Midwestern Regional Hospital, Ennis
- 0500 Letterkenny General Hospital
- 0501 Sligo General Hospital
- 0502 Our Lady's Hospital, Manorhamilton
- 0800 Galway University Hospitals

### ~~0801—Merlin Park University Hospital, Galway~~

*[From June 2011 the use of code 0801 is invalid. All transfers to/from Galway University Hospital and the hospital previously known as Merlin Park are now identified using the code for the single entity 'Galway University Hospitals' 0800]*

- 0802 Mayo General Hospital
- 0803 Roscommon County Hospital
- 0805 Ballina District Hospital
- 0919 Portiuncula Hospital, Ballinasloe

### Southern Region

- 0600 Waterford Regional Hospital (Ardkeen)
- 0601 St. Luke's General Hospital, Kilkenny
- 0602 Lourdes Orthopaedic Hospital, Kilcreene
- 0605 Wexford General Hospital
- 0607 South Tipperary General Hospital, Clonmel
- 0608 Our Lady's Hospital, Cashel
- 0701 St. Mary's Orthopaedic Hospital, Gurranabraher
- 0703 Mallow General Hospital
- 0704 Bantry General Hospital
- 0705 St. Finbarr's Hospital, Cork
- 0724 Cork University Hospital (Includes Cork University Maternity Hospital)
- 0725 Erinville Hospital, Cork (Closed March 2007)
- 0726 Kerry General Hospital



**Voluntary Hospitals**

|      |  |
|------|--|
| 0901 | Adelaide Hospital, Dublin  |
| 0903 | Meath Hospital, Dublin   |
| 0904 | St. James's Hospital, Dublin   |
| 0908 | Mater Misericordiae University Hospital, Dublin                              |
| 0910 | St. Vincent's University Hospital, Elm park                                  |
| 0912 | St. Michael's Hospital, Dun Laoghaire  |
| 0913 | Mercy University Hospital, Cork.   |
| 0915 | South Infirmary/Victoria, Cork   |
| 0918 | St. John's Hospital, Limerick  |
| 0923 | Beaumont Hospital, Dublin  |
| 0925 | Peamount Hospital, Newcastle   |
| 0930 | Coombe Women and Infants University Hospital, Dublin                         |
| 0931 | National Maternity Hospital, Holles St, Dublin                               |
| 0932 | Rotunda Hospital, Dublin   |
| 0934 | Waterford Maternity Hospital   |
| 0940 | The Children's University Hospital, Temple St, Dublin                        |
| 0941 | Our Lady's Children's Hospital, Crumlin                                      |
| 0943 | National Children's Hospital, Harcourt St                                    |
| 0945 | St. Anne's Hospital, Dublin  |
| 0946 | Hume St. Hospital, Dublin  |
| 0947 | St. Luke's Hospital, Rathgar   |
| 0948 | St Luke's Radiation Oncology Network - St James's Centre                     |
| 0949 | St Luke's Radiation Oncology Network - Beaumont Centre                       |
| 0950 | Royal Victoria Eye & Ear Hospital, Dublin                                    |
| 0954 | Incorporated Orthopaedic Hospital, Clontarf                                  |
| 0955 | National Orthopaedic Hospital, Cappagh                                       |
| 0956 | St. Mary's Auxiliary Hospital, Baldoyle                                      |
| 0960 | National Rehabilitation Hospital, (NHR), Dun Laoghaire                       |
| 0978 | Our Lady's Hospice, Harold's Cross, Dublin                                   |
| 1225 | St. Joseph's Unit, Harold's Cross  |
| 1270 | Adelaide, Meath Incorporating National Children's Hospital (AMNCH), Tallaght |
| 1762 | St. Joseph's Hospital, Raheny  |
| 1001 | Blackrock Hospice  |

**Other Acute Hospitals**

|      |  |
|------|--|
| 9030 | Acute Hospital in Northern Ireland             |
| 9031 | Acute Hospital in England                      |
| 9032 | Acute Hospital in Scotland                     |
| 9033 | Acute Hospital in Wales                        |
| 9040 | Acute Hospital in France                       |
| 9041 | Acute Hospital in Germany                      |
| 9050 | Acute Hospital in the United States of America |
| 9060 | Private Hospital                               |
| 9099 | Other Acute Hospital                           |

## **Department of Health and Children**

### **Database list of consultant specialties**

- 0100** Cardiology
- 0300** Dermatology
- 0400** Endocrinology
  - 0402** Diabetes Mellitus
- 0600** Otolaryngology (ENT)
  - 0601** Paediatric ENT
- 0700** Gastro-Enterology
- 0800** Genito-Urinary medicine
- 0900** Geriatric medicine
  - 0902** Psychogeriatric medicine
- 1100** Haematology
  - 1102** Transfusion Medicine
- 1300** Neurology
  - 1302** Paediatric Neurology
- 1400** Neurosurgery
  - 1402** Paediatric Neurosurgery
- 1500** Obstetrics/Gynaecology
  - 1502** Obstetrics
  - 1503** Gynaecology
- 1600** Oncology
- 1700** Ophthalmology
  - 1702** Neuro-Ophthalmic Surgery
  - 1703** Vitro-Retinal Surgery
- 1800** Orthopaedics
  - 1802** Paediatric Orthopaedic Surgery
- 1900** Paediatrics
  - 1902** Paediatric Cardiology
  - 1903** Paediatric Oncology
  - 1904** Neonatology
  - 1905** Paediatric Endocrinology
  - 1906** Paediatric Gastro-enterology
  - 1907** Paediatric Haematology
  - 1908** Paediatric A/E (ED) Medicine
  - 1909** Paediatric Infectious Diseases
  - 1910** Paediatric Metabolic Medicine
  - 1911** Paediatric Nephrology
  - 1912** Paediatric Respiratory Medicine
  - 1913** Perinatal Paediatrics
  - 1914** Paediatric Physical Handicap
  - 1915** Paediatric Dermatology
  - 1916** Paediatrics Development

## **Department of Health and Children**

### **Database list of consultant specialties Contd.**

|             |                             |
|-------------|-----------------------------|
| <b>2000</b> | Plastic Surgery             |
| <b>2003</b> | Maxillo-Facial              |
| <b>2100</b> | Psychiatry                  |
| <b>2102</b> | Child/adolescent Psychiatry |
| <b>2103</b> | Forensic Psychiatry         |
| <b>2104</b> | Substance Abuse             |
| <b>2105</b> | Old Age Psychiatry          |
| <b>2106</b> | Rehabilitation Psychiatry   |
| <b>2200</b> | Radiology                   |
| <b>2202</b> | Paediatric Radiology        |
| <b>2203</b> | Neuroradiology              |
| <b>2300</b> | Nephrology                  |
| <b>2400</b> | Respiratory Medicine        |
| <b>2500</b> | Rheumatology                |
| <b>2600</b> | General Surgery             |
| <b>2602</b> | Gastro-Intestinal Surgery   |
| <b>2603</b> | Hepato-Biliary Surgery      |
| <b>2604</b> | Vascular Surgery            |
| <b>2605</b> | Breast Surgery              |
| <b>2700</b> | Infectious Diseases         |
| <b>2702</b> | Tropical                    |
| <b>2800</b> | Accident & Emergency        |
| <b>3000</b> | Rehabilitation Medicine     |
| <b>3002</b> | Spinal paralysis            |
| <b>5000</b> | General Medicine            |
| <b>6000</b> | Audiological Medicine       |
| <b>6100</b> | Public Health Medicine      |
| <b>6200</b> | Clinical Neurophysiology    |
| <b>6300</b> | Clinical Pharmacology       |
| <b>6400</b> | Clinical Physiology         |
| <b>6500</b> | G.P. Medicine               |
| <b>6700</b> | Clinical (Medical) Genetics |
| <b>6800</b> | Mental Handicap             |
| <b>6900</b> | Nuclear Medicine            |

## Department of Health and Children

### Database list of consultant specialties Contd.

|             |                               |
|-------------|-------------------------------|
| <b>7000</b> | Dental Surgery                |
| <b>7001</b> | Oral Surgery                  |
| <b>7002</b> | Orthodontics                  |
| <b>7100</b> | Occupational Medicine         |
| <b>7200</b> | Paediatric Surgery            |
| <b>7300</b> | Palliative Medicine           |
| <b>7400</b> | Pathology                     |
| <b>7500</b> | Radiotherapy                  |
| <b>7600</b> | Cardio-Thoracic Surgery       |
| <b>7700</b> | Metabolic Medicine            |
| <b>7800</b> | Urology                       |
| <b>7802</b> | Renal Transplantation         |
| <b>7803</b> | Paediatric Urology            |
| <b>7900</b> | Clinical Immunology           |
| <b>8000</b> | Anaesthetics                  |
| <b>8002</b> | Intensive Care                |
| <b>8003</b> | Pain Relief                   |
| <b>8004</b> | Paediatric Anaesthetics       |
| <b>8300</b> | General Pathology             |
| <b>8400</b> | Chemical Pathology            |
| <b>8402</b> | Paediatric Chemical Pathology |
| <b>8500</b> | Histopathology                |
| <b>8502</b> | Neuropathology                |
| <b>8600</b> | Biochemistry                  |
| <b>8700</b> | Cytology                      |
| <b>8800</b> | Immunology                    |
| <b>8900</b> | Microbiology                  |
| <b>8902</b> | Virology                      |
| <b>9000</b> | Other                         |

## Coding Schemes Used in HIPE in Ireland

- 2009 – Present 6<sup>th</sup> Edition ICD-10-AM/ACHI/ACS for both Diagnoses and Procedures
- 2005 – 2008 4<sup>th</sup> Edition ICD-10-AM for both Diagnoses and Procedures
- 1999 – 2004 ICD-9-CM (Oct 98 version) for both Diagnoses and Procedures
- 1995 – 1998 ICD-9-CM (Oct 94 version) for both Diagnoses and Procedures
- 1990 – 1994 ICD-9-CM (Oct 88 version) for both Diagnoses and Procedures
- 1981 – 1989 ICD-9 for Diagnoses and OPCS Procedures classification
- 1969 – 1980 ICD-8 for Diagnoses and OPCS<sup>1</sup> Procedures classification

<sup>1</sup>Office of Population Censuses and Surveys (OPCS) 1975, *Classification of Surgical Operations*, Second Edition, London