



*National Treatment Agency  
for Substance Misuse*

National Drug Treatment Monitoring System (NDTMS)

## **NDTMS DATA SET**

**GUIDANCE FOR ADULT DRUG TREATMENT PROVIDERS**

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## REVISION HISTORY

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## EXTERNAL REFERENCES

Ref No	Title	Version
1	<a href="#">NDTMS Data Set - Business Definition for Adult Alcohol Treatment Providers</a>	8.02
2	<a href="#">NDTMS Data Set - Technical Definition</a>	8.02
3	<a href="#">NDTMS Data Set - Reference Data</a>	8.02
4	<a href="#">NDTMS Data Set - Guidance for Young People's Treatment Providers</a>	8.00
5	<a href="#">NDTMS CSV Input File Format</a>	8.02
6	<a href="#">Department of Health: (2006). Models of care for alcohol misusers (MoCAM).</a> DH London	0.4
7	<a href="#">Department of Health: (2007). Safe. Sensible. Social. The next steps in the National Alcohol Strategy – a summary.</a> DH London	6.1.1

This document uses the convention that any external references are indicated by square brackets e.g. [3].

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## **1 INTRODUCTION**

The Department of Health have requested the National Treatment Agency (NTA) to implement data collection on all clients receiving specialist treatment for their problematic use of drugs.

Currently, all providers of specialist drug treatment services, including young persons treatment services, must provide a basic level of information to the National Drug Treatment Monitoring System (NDTMS) on their activities each month – this data is known as the Core Data Set.

In support of evolving business requirements, the data items which are collected via NDTMS are reviewed on an annual basis.

## 2 BACKGROUND TO THE NDTMS

NDTMS was initially developed to collect data on adult drugs misusers receiving specialist treatment services. The system supports data from providers of both specialist drug and alcohol treatment, and is being extended to include specialist providers of alcohol-specific treatment.

NDTMS collects and reports on activity data within a wide range of settings, including primary and secondary care within the NHA, voluntary sector agencies and the criminal justice sector. Reporting from the data is provided back to the public as national statistics (ONS), commissioners, performance managers, and national, regional and local government. The information is used to ensure that treatment services are performance managed effectively and to ensure that they achieve the outcomes for clients that they are designed to achieve.

The system captures information on individuals presenting to specialist treatment and follows their journey through treatment services. The data is collected by clinical and administrative staff working in organisations treating individuals for problematic substance misuse.

At present the data is provided by approximately 2,000 drug treatment services in England. The data is supplied to regional NDTMS centres (in most cases the Public Health Observatories) on a monthly basis through a secure web-portal developed and maintained by the NTA.

Regional databases are then compiled and provided to the central database at the NTA. National, regional and local-level reporting is produced and disseminated by the NTA or the University of Manchester (ONS reports).

### **3 PURPOSE OF THIS DOCUMENT**

This document is broken down into the following sections:

- What is specialist drug treatment for adults?
- Which providers of drug treatment services should report to NDTMS?
- Why does this data need to be collected?
- What data is to be collected?
- What NDTMS software is available to support data collection?
- Reporting to the NDTMS or Young Persons Data Set
- Registering to NDTMS; and
- Confidentiality and consent issues relating to the data collection

## **4 WHAT IS SPECIALIST DRUG TREATMENT FOR ADULTS?**

Specialist treatment for substance misuse is defined as a care planned medical or psychosocial intervention (Tier 3 or 4) aimed at resolving dependence or the reduction of harm resulting from current drug misuse. MoCAM [3] summarises these interventions as:

- Open access (i.e. advice and information, harm reduction interventions)
- Community-based, prescribing interventions
- Drug specialist inpatient treatment and residential rehabilitation
- Aftercare

Only those providing specialist drug treatment services, as above, should report to NDTMS. These services should report on the specialist treatment interventions described in the Business Definitions document for Adult Drug Treatment Providers Appendix C

## 5 WHICH PROVIDERS OF DRUG TREATMENT SERVICES SHOULD REPORT TO NDTMS?

Providers of specialist drug and alcohol treatment should report to NDTMS.

The following services should **not** report to NDTMS:

- Providers of Tier 2 interventions in the absence of any specialist drug treatment provision – this includes any brief interventions work and advice and information services that are not delivered alongside specialist interventions.
- Providers of non-structured drug treatment, i.e. treatment which is not care planned (e.g. Drop-in Centres, Tier 2 interventions)
- Treatment in other parts of the NHS for secondary complications arising from the misuse of drugs (e.g. treatment for liver disease) or affected by a drugs (e.g. pregnancy)

## **6 WHY DOES THIS DATA NEED TO BE COLLECTED?**

The collection of data on specialist treatment for drug misuse enables national, regional and local-level reporting on drug treatment to support the National Drug Strategy and needs analysis. Data reporting will facilitate policy formulation and will support the development of efficient commissioning systems at a local level.

## 7 WHAT DATA IS TO BE COLLECTED?

The Core Data Set of the NDTMS is comprised of data items - the full Data Set for completion by adult drug treatment providers is a larger data set and contains a number of additional data that is collected for regional purposes.

Appendix A contains a list of supporting NDTMS documentation, including the Business Definitions for Adult Drug Treatment Providers – this document lists each of the data items in the Data Set and their definitions, and indicates which items are included in the “Core Data Set”. In summary, the data items in the “Core Data Set” include information on:

- Client details
- Episode details (including client details which may vary over time)
- The local treatment modality intervention details
- Treatment Outcomes Profile (TOP) details
- Local (i.e. regional fields whose usage will be dependent on regional requirements)

When a client starts a treatment intervention the provider should indicate in the “Core Data Set” the type of intervention that the client is receiving by selecting one of the drug treatment “modality” types listed in the NDTMS reference data for specialist drug treatment.

All items should be recorded as described within the Business Definitions document for Adult Drug Treatment Providers and the NDTMS Reference Data (See Appendix A)

The full NDTMS Data Set includes the NTA Treatment Outcomes Profile (TOP). TOP was developed in 2006-07 and enables providers to monitor client outcomes relating to their treatment journey. TOP measures changes to clients’ alcohol and drug use, health, social needs and criminal and legal issues.

All drug treatment providers are required to complete TOP on their clients from October 2007 – this information is part of the full NDTMS Data Set. Alcohol treatment services are not required to collect TOP items.

## **8 WHAT NDTMS SOFTWARE IS AVAILABLE TO SUPPORT DATA COLLECTION?**

The majority of the data currently collected by NDTMS (from drug and/or drug and alcohol treatment services) is supplied by clinical information systems maintained by larger treatment providers (e.g. Mental Health Trusts and national Voluntary Sector organisations). The NTA work with third party software suppliers to embed the NDTMS data set standard within their software, and test and accredit that the software supplies the relevant data file output required.

Where a treatment provider does not have a clinical information system, the NTA have developed a web-based data entry tool which treatment providers can use to submit data (about 700 services currently do so). This is referred to as the DET (Data Entry Tool). Although DET is predominantly used in the smaller providers, larger providers and Mental Health Trusts also make use of the system as an interim or contingency measure while clinical information systems are unavailable (e.g. during migration to Trust electronic patient records).

The data entered onto DET, or captured on provider clinical information systems, is supplied to regional NDTMS database centres – the contacts for these centres are listed on the NTA Website under the NDTMS pages. The method of transmission from provider to regional centre is through a secure web application called DAMS (Drug and Alcohol Monitoring System) developed and maintained by the NTA. DAMS provides real time data quality reporting back to the submitting treatment provider, who may amend and resubmit data if they wish to do.

Each of the regional NDTMS database centres will support providers new to NDTMS in the use of NDTMS software (DET and DAMS). Regional centres and the NTA can also work with third party software providers to embed NDTMS data collection into local systems where needed.

## **9 REPORTING TO THE NDTMS OR YOUNG PERSONS DATA SET**

Specialist drug treatment provider services should determine whether to report to the NDTMS or the NDTMS Young Persons Data Set according to the age range of their target client group; they should not report to both Data Sets.

A young person is defined by the NTA as a person under the age of 18. Specialist substance misuse treatment services providing services predominantly to under 18 year olds should report to the NDTMS Young Persons Data Set.

## **10 REGISTERING TO NDTMS**

Service providers who would like to register to NDTMS should contact their NDTMS Regional Database Manager. Contact details are available within the NDTMS section of the NTA's website –

Navigate to the NDTMS page at <http://www.nta.nhs.uk/ndtms.aspx>

## **11 CONFIDENTIALITY AND CONSENT**

APPENDIX B provides a list of guidance documents which relate to confidentiality and consent. These documents, and below, focus on confidentiality and consent issues pertaining to reporting to NDTMS and should not be considered a comprehensive guide to these issues.

All drug treatment providers should have clear policies on:

a) Confidentiality or information sharing; and b) Consent to treatment.

These policies should also include reference to confidentiality and consent in relation to NDTMS as outlined below.

### **11.1 CONFIDENTIALITY**

All providers should routinely and explicitly explain their confidentiality and information sharing policy in relation to NDTMS with clients.

Clients entering treatment should sign a confidentiality agreement as part of the care planning process. This statement should also identify what information will be reported to NDTMS

### **11.2 CONSENT**

In order to provide data to NDTMS, a treatment provider must first request and obtain consent from the client. If a treatment provider offers services which do not involve obtaining consent, NDTMS will not be able to accept data relating to the individuals in receipt of those services.

Services should determine whether a client should be asked for consent in relation to reporting to NDTMS according to their protocols for determining a client's capacity to give informed consent. These protocols should be in line with the above guidance

### **11.3 ANONYMITY AND NDTMS DATA**

Client records reported to NDTMS are automatically turned into code using initials and relevant dates. This means that it would be extremely difficult to identify individuals based on data reported.

### **11.4 ACCESS TO NDTMS DATA**

Under the Freedom of Information Act, requests for information other than for attributable data may be made to the NTA. Requests for attributable data may be made to the NTA and are governed by the Data Protection Act. An NDTMS record is considered to be attributable data, even though full names are not recorded.

## APPENDIX A SUPPORTING NDTMS GUIDANCE

Adult drug treatment services will need to refer to the following guidance which provides more technical information in relation to NDTMS; these are available from the NTA website and are updated regularly.

- [NDTMS Data Set - Business Definition for Adult Drug Treatment Providers](#) - guidance for managers of treatment providers on the Data Set
- [NDTMS Data Set - Reference Data](#) - this guidance defines the meaning of codes in the Data Set such as 'modality', 'accommodation needs' and 'referral source' codes.
- [NDTMS Data Set - Technical Definition](#) - guidance to IT managers within treatment providers and/or IT companies on the Data Set
- [NDTMS CSV Input File Format](#) - definition of the file format for the Comma Separated Variable (CSV) used as the primary means of inputting the Data Set items into the NDTMS database.

## **APPENDIX B CONFIDENTIALITY AND CONSENT**

Adult drug treatment services will need to refer to the following guidance, which provides guidance on confidentiality and consent issues in relation to NDTMS; these are available from the NTA website.

- *NDTMS Confidentiality Toolkit* – available from regional NDTMS teams
- *NTA: Confidentiality and Information Sharing*, September 2003 – publication available on NTA website <http://www.nta.nhs.uk/ndtms.aspx>
- *NTA: Data Protection and Record Retention*, September 2003 – publication available on NTA website <http://www.nta.nhs.uk/ndtms.aspx>
- *Department of Health: Confidentiality – NHS Code of Practice*, November 2003 – available on Department's website [http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH\\_4069253](http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_4069253)