

core *data set*

Learn today, lead tomorrow

Safe Staffing & Healthy Workplaces Unit
March 2018

This presentation...

.....is for all staff and aims to provide answers to the following questions:

- What is the care capacity demand management (CCDM) programme?
- Where are we at with CCDM?
- What is the core data set?
- What does the core data set look like?
- How does the core data set work in practice?
- Who does what?
- Need more information?

This power point takes about 15 minutes to read.

What is the CCDM programme?

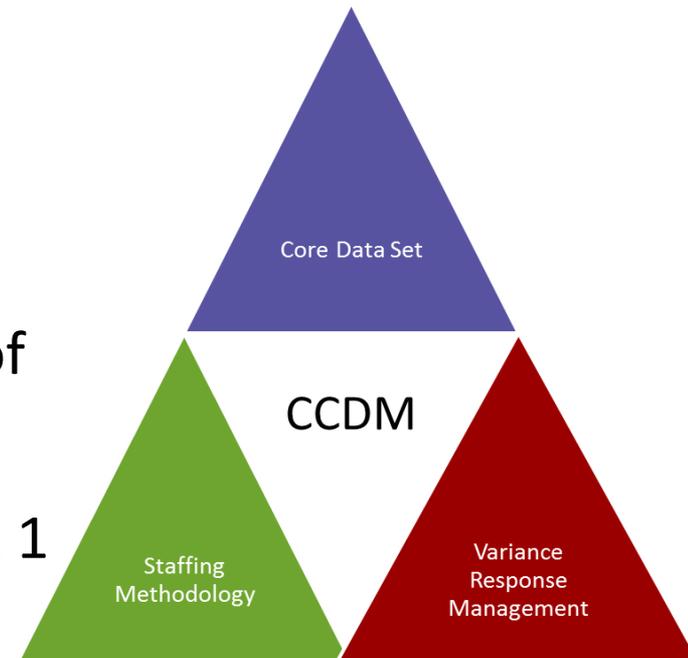
CCDM aims to have you in the right place, providing the right care, at the right time.

There are 3 main components in the programme

1. Core data set
2. Staffing methodology
3. Variance response management

To get the best for patients and staff all of the components need to work together.

The following slides focus on component 1 – the core data set.



Where are we at with CCDM?

The DHB started CCDM in **XXXX**. Currently we are at different stages of the programme.

Recently we started the core data set. The core data set will help us to better match our capacity to care with patient demand.

We are in the process of assessing what data the DHB currently collects.

Staff will be included in training on using the core data set.

What is a core data set?

The core data set has 23 measures. They place equal priority on:



Quality patient care



Quality work environment

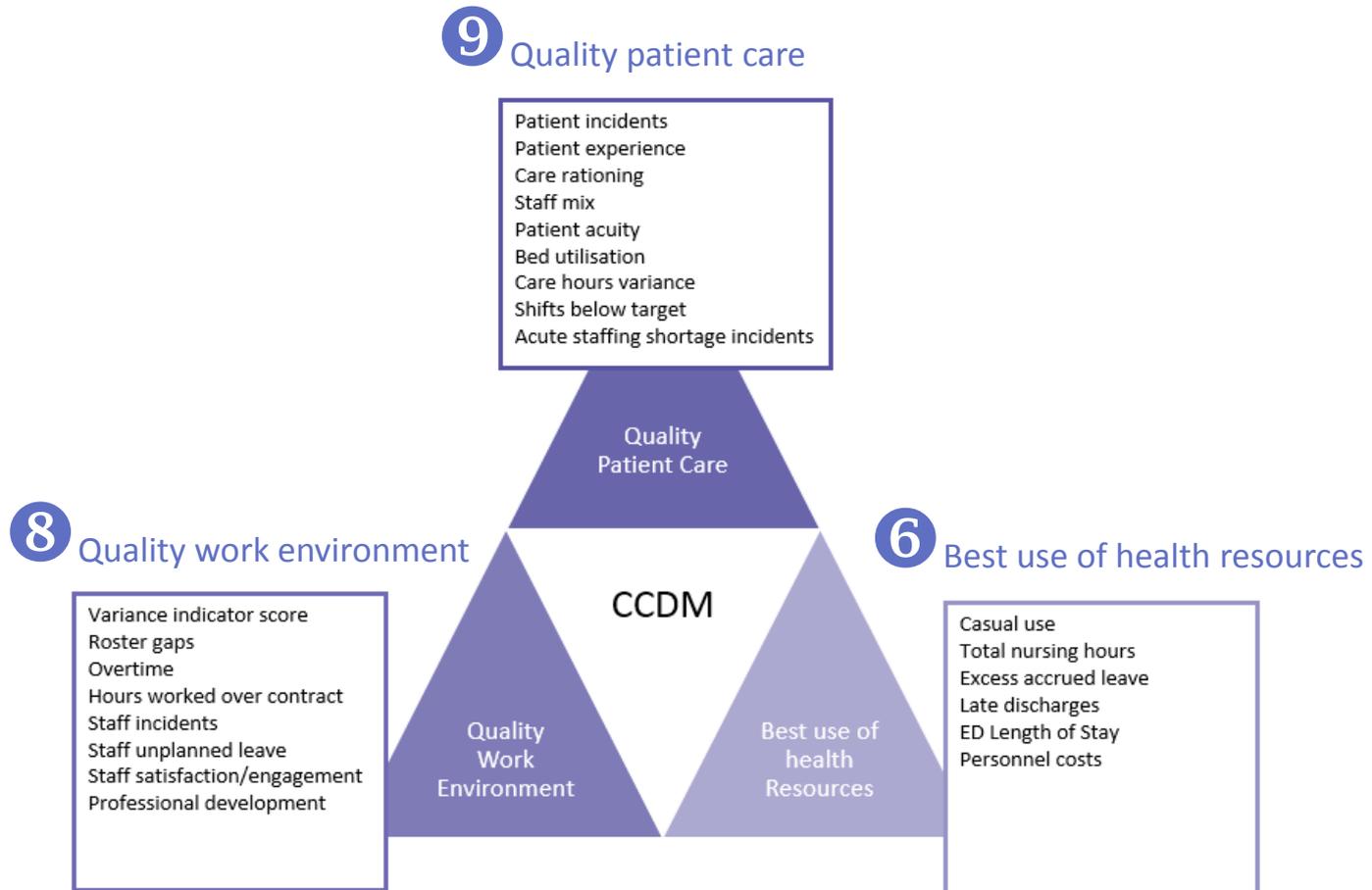


Best use of health resources

The measures help you to understand how well care capacity demand management is working.

What are the 23 measures?

This diagram shows how the 23 measures are balanced around the CCDM triangle.



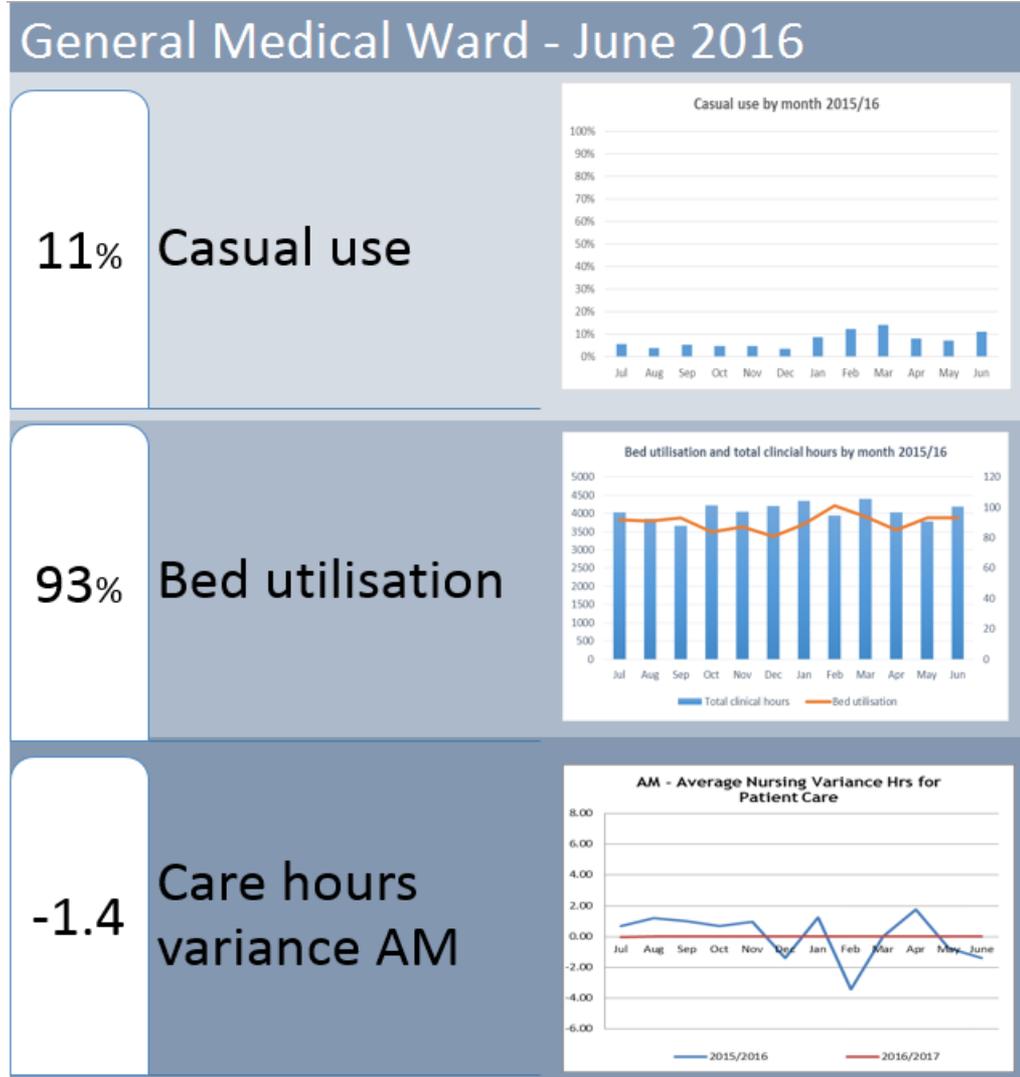
What does a core data set look like?

This is an example of a core data set. It has both the results for June and the results over the past year.

The core data set is being used by a local data council.

They wanted to track

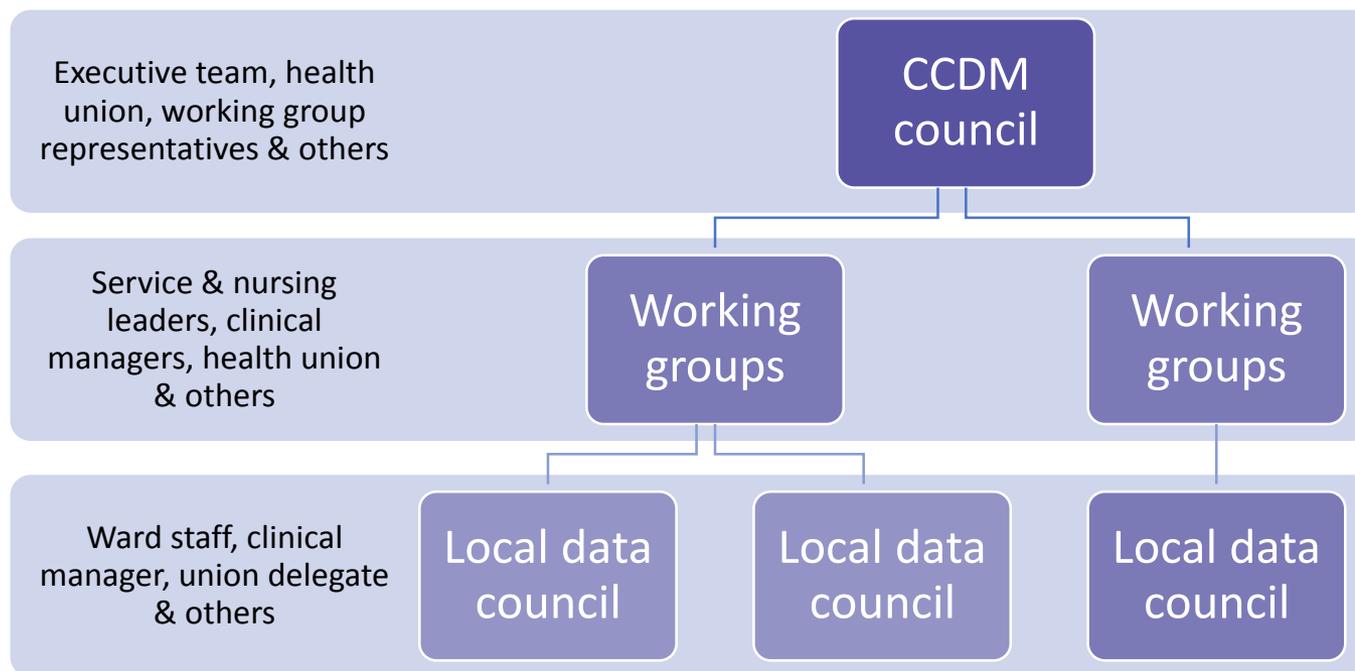
- casual use
- bed utilisation and clinical hours
- the variance between the hours of care needed and what staff were able to provide



How does the core data set work in practice?

Staff from all levels of the organisation use the core data set through different groups.

These groups monitor the core data set to provide structure to their improvement activities. Reporting on improvement flows up and down.



What do the ward staff do?

If you work on the ward you will talk about the measures at the local data council or at ward staff meeting. This will include your union delegate. Together you will identify and solve problems in order to make improvements.

The measures will be displayed on the ward's quality board and updated each month.

Your ward's improvement plan will be reported to the directorate, working group or CCDM council. Feedback is provided via your clinical manager.



What does the clinical manager do?

If you are a clinical manager you will review the core data set for your ward or unit. You will talk with staff about the measures at the local data council or ward meeting.

You will also develop the ward improvement plan with staff and maintain the ward's quality board.

As a clinical manager you will use the core data set to link staff activities with DHB goals and priorities. You will also discuss how to improve on the ward's core data set with your manager.



What do service and nursing leaders do?

If you are a service or nursing leader you will provide oversight of ward improvement plans. You will talk about the core data set with clinical managers and focus on actions for improvement.

As a service or nursing leader you will monitor the core data set for the service or directorate.

You will also talk about how to improve on the service or directorate core data set with your manager.



What do the executive team do?

If you are an executive you will monitor the core data sets from the services or directorates. You will review the measures with the staff that report to you. You will also guide improvement plans in line with DHB goals and priorities.

The CCDM council (which includes the executive team and health unions), monitors the hospital's core data set. Progress against improvement plans are checked and actions agreed.

These actions and any feedback are passed onto the service and nursing leaders for sharing with staff.



Where to from here?

- It starts by measuring.....



Core Data Set



Common language



Professional solidarity



Shared goals



One voice to lead



Need more information?

If you have questions about the core data set, talk with your clinical manager, DHB CCDM Coordinator, health union delegate or organiser.

If you just want more information on CCDM or the core data set go to the CCDM website:

[Website hyperlink address here](#)

If you want to get involved, start with the data that you have control over e.g. TrendCare and reportable events. This makes a massive difference to the information that will be used every day to make decisions on staffing and patient outcomes.