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| Victorian Integrated Non-Admitted Health Minimum Data Set (VINAH MDS) manual 2022-23 Section 10 - Testing |
| 17th edition, July 2022Version 1.0 |
| OFFICIAL |

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| To receive this publication in an accessible format email HDSS helpdesk <hdss.helpdesk@health.vic.gov.au>.Authorised and published by the Victorian Government, 1 Treasury Place, Melbourne.© State of Victoria, Australia, Department of Health July 2022.Except where otherwise indicated, the images in this document show models and illustrative settings only, and do not necessarily depict actual services, facilities or recipients of services. This document may contain images of deceased Aboriginal and Torres Strait Islander peoples.In this document, ‘Aboriginal’ refers to both Aboriginal and Torres Strait Islander people. ‘Indigenous’ or ‘Koori/Koorie’ is retained when part of the title of a report, program or quotation.ISBN 978-1-76096-781-9 (pdf/online/MS word) Available at [VINAH webpage](https://www2.health.vic.gov.au/hospitals-and-health-services/data-reporting/health-data-standards-systems/data-collections/vinah) <<https://www2.health.vic.gov.au/hospitals-and-health-services/data-reporting/health-data-standards-systems/vinah> |
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# Introduction

This section provides information to sites and vendors sending test data to VINAH.

It is the responsibility of the health service to ensure testing is undertaken and that all issues identified during testing are resolved prior to implementation.

## Who sends test data?

Testing can be undertaken by a vendor or by a health service.

## When is testing necessary?

Testing is required when any of the following events occur:

* A health service is going to commence sending VINAH data
* A vendor significantly changes the software used to store and send VINAH data
* A health service changes software vendor
* A health service or vendor wishes to test software changes made for a new financial year
* Any other event having an impact or potential impact on the software or VINAH extract.

Testing prevents large numbers of episodes with incorrect data element values potentially being loaded onto the ‘live’ environment where they may cause reports created from the data to be erroneous.

## The objectives of the testing process

The main purposes of testing are:

* To confirm that the extract of data is in the correct format
* To ensure that ongoing transmissions can be achieved over a sustained period of time and referential integrity of data preserved
* To confirm that any mappings of local value domains are correct
* To confirm that the derivations of data elements are correct
* To ensure that health service staff are familiar with new software or a new version of software and data entry is accurate
* To ensure that values of data elements are not defaulted by the software, or by data entry staff
* To check that reconciliation totals are correct
* To confirm that health service staff can correct and resubmit data without manipulation from the vendor to correct the error
* To provide training and advice to staff about the submission of data, rectification of errors, and data quality.

## What data should be submitted as test?

The test file should contain enough data to provide a representative sample from the service and to test a variety of scenarios. However, it should not be so large that it becomes unwieldy to reconcile, review, and correct errors. The range of data included will depend on the health service size and number of Program/Streams applicable.

# Testing process

Test data is submitted to VINAH in the same way as ‘live’ data, but the Department will allocate a special Organisation Identifier to be used for the testing process. In all other respects, the submission process is the same.

## Notification of intention to test

The steps to be followed are:

* Contact the HDSS Helpdesk via e-mail HDSS.Helpdesk@dhhs.vic.gov.au to advise you will be sending test data. Include the following details:
	+ Name of vendor
	+ Version of software
	+ Proposed date of go live
	+ Proposed testing plan

## Process

* The Helpdesk will provide you with an Organisation Identifier to be used for testing. You may request a separate Organisation Identifier for each site and/or system for which you will be submitting test data.
* This Organisation Identifier should be used through the HL7 submission (including the filename) wherever an Organisation Identifier code from table HL70362 is used.
* The Helpdesk will provide you with a HealthCollect login to enable you to transmit your test file and collect your reports.
* Create the test submission using the allocated Organisation Identifier and upload to the HealthCollect Portal VINAH Test context found at www.healthcollect.vic.gov.au/
* Review the submission for data quality (if the functionality has been provided by the vendor).
* Once the file has completed processing, download the xml report from the HealthCollect Portal Test context tab
* Review the xml report. It is strongly recommended that errors be checked and corrected, and another submission file is created and transmitted to ensure that errors can be successfully corrected. This process will ensure that errors are not caused by incorrect mappings or software errors.
* Testing is to continue until the health service can account for all errors generated by the test file

**Notes:**

* Data submitted using a testing Organisation Identifier is not loaded to the Department’s data warehouse and is therefore isolated from being included in reports generated from the warehouse.
* Although the Department does not formally evaluate test submissions, data may be reviewed at any time. The health service is responsible for all data submitted to the Department.
* Exemptions from submission deadlines will only be considered for health services who have demonstrated strong evidence of a well-planned migration or implementation

# Assistance and advice

For issues relating to the HealthCollect Portal, login and submission process; the allocation or use of the testing Organisation Identifier; and for assistance or advice with the data requirements, reviewing reports, and correcting errors contact the HDSS Helpdesk