



Office for Health
Improvement
& Disparities

National Drug Treatment Monitoring System (NDTMS)

CJIT Technical Definitions (Dataset R)

V1.1

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1. Introduction

The National Drug and Alcohol Monitoring System (NDTMS) is an English substance misuse treatment data collection that has been in place since 2004. This is hosted within the Office for Health Improvement and Disparities (OHID) in the Department of Health and Social Care.

Statistics derived from the collection (including those designated as Official and National Statistics) facilitate needs-assessment and targeting of resources, assessment of demand for services, evaluation of intervention/harm-reduction strategy effectiveness and service performance, service quality assurance and analyses of substance misusing populations. NDTMS data currently underpins key indicators that support the government's drug strategy.

The Criminal Justice Interventions Team (CJIT) dataset is a national standard and is applicable to adults 18+.

This document establishes the technical definitions (data schema) for the NDTMS CJIT dataset – this is the set of data items to be collected and loaded into the National Drug Treatment Monitoring System (NDTMS).

It defines for each data item:

- Entities:
 - 1. Client
 - 2. Episode
 - 3. Referrals to structured treatment
- Field description
- CSV file header
- Layout
- Verification rules
- CDS introduced

The CJIT dataset is a national standard and is applicable to adults within community-based treatment providers.

This document is intended to be a definitive and accessible source for use. It is not intended to be read from end to end, rather as a reference document which is utilised by a variety of readers including:

- interpreters of data provided from OHID systems
- suppliers of systems to OHID
- suppliers of systems which interface to OHID systems
- OHID/National Drug Treatment Monitoring System (NDTMS) personnel

This document should not be used in isolation, it is part of a package of documents supporting the NDTMS dataset and reporting requirements.

Please read this document in conjunction with the following documents, all of which are available on [NDTMS.net](https://www.ndtms.net):

- NDTMS CJIT CSV file format specification – defines the format of the CSV file used as the primary means of inputting the dataset into NDTMS including the naming standard and layout to be used.
- NDTMS CJIT reference data – provides permissible values for each data item
- NDTMS geographic information – provides the locality information eg UTLA of residence
- NDTMS CJIT business definitions – provides the explicit definition of each of the fields we collect to ensure data is consistent.

To assist with the operational handling of CSV input files, each significant change to the NDTMS dataset is allocated a letter.

The latest version (commonly referred to as the NDTMS CJIT dataset R) for national data collection will come into effect 1st April 2024.

2. Data entities

The data items listed in this document may be considered as belonging to one of three different entities which are used throughout this document. These are:

1. Client
2. Episode
3. Referrals to structured treatment

In general, all data is required. Fields marked as 'mandatory' must be provided on all records, all other fields should be provided as and when the client progresses through their treatment.

Note: that if the client has not given consent for the data to be shared with NDTMS, then only AGENCY, CONSENT, CLIENTID and EPISODEID need to be provided – for further clarification please refer to Section 3 below.

CLIENTID, EPISODID, AND REFERID are included in this document for technical support purposes. It is expected that these values are unique and the nature of their population will depend upon the clinical software used by the agency which produces the NDTMS CSV extract.

All data items should be provided in code values only. Only headers and items relevant to the dataset letter being submitted should be present in the CSV file.

3. Extraction criteria for no consent records

All extraction criteria are covered in the NDTMS CJIT CSV file format specification.

Where the client has not given consent for their data to be shared with NDTMS, then the CONSENT field should be populated with “N” and the CLIENTID field populated with an identifier which uniquely identifies the client in the source system. Since a client can have more than one episode of treatment the EPISODEID for each episode where consent has been withdrawn should also be provided – apart from AGENCY no other fields for this record should be populated.

Note: CLIENTID and EPISODEID must be unique and not contain any attributable information; a possible source for this field could be the row number of the client in the source system.

Note: Consent is at the episode level, so it is possible that a client could consent to one episode and then not consent to another (in which case there would be two records).

Software suppliers should produce one record for each no consent episode. If a client had three episodes (two of which are no consent) then the software supplier should produce two no consent records ie: one record per no consent episode and the full consented to episode.

Software suppliers should only extract no consent rows for those episodes in the date parameter of the file they are producing. For example: if the software provider is producing the recommended reporting year extract which currently includes clients still open or discharged on or after 01/01/2022, then only no consent clients who also fit these criteria should be provided in the CSV file.

4. Criminal justice dataset fields

Note: A key is available at the end of this section.

Note: All dates should be formatted YYYYMMDD. Programming languages and the implementation of how the `YYYYMMDD` string is generated is left entirely to the 3rd party software supplier.

1. Client details

Col no.	Field description	CSV file header	Layout	Additional rules	CDS introduced
1	Client ID	CLIENTID	C(36)	1; 2; 20; 47	CDS – L/Jan 14
2	Initial of client's first name	FINITIAL	A(1)	1; 2	CDS – L/Jan 14
3	Initial of client's surname	SINITIAL	A(1)	1; 2	CDS – L/Jan 14
4	Client date of birth	DOB	YYYYMMDD	1; 2; 3; 6, 7	CDS – L/Jan 14
5	Client stated sex	SEX	N(1)	1; 2; 4;	CDS – L/Jan 14
6	Ethnicity	ETHNIC	C(2)	1; 4	CDS – L/Jan 14
7	Country of birth	NATION	C(3)	1; 4	CDS – L/Jan 14
8	CJIT Agency code	AGNCY	C(5)	1; 2; 20	CDS – L/Jan 14
9	Client reference	CLIENT	C(max36)	1; 2; 47	CDS – L/Jan 14

2. Episode details

Col no.	Field description	CSV file header	Layout	Additional rules	CDS introduced
10	Episode ID	EPISODID	C(36)	1; 2; 20; 47	CDS – L/Jan 14
11	Software system and version ID	CMSID	C(50)	1; 2	CDS - N / Apr 17
12	Consent for NDTMS	CONSENT	A(1)	1; 2; 4; 20	CDS – L/Jan 14
13	Postcode	PC	C(8)	1; 28	CDS – L/Jan 14
14	Upper tier local authority	UTLA	C(9)	1; 2; 4	CDS - P/Apr 20
15	Date of event which prompted this contact	REFLD	YYYYMMDD	1; 2; 3; 7; 31	CDS – L/Jan 14
16	What prompted the contact	CJRFLS	N(2)	1; 4;	CDS – L/Jan 14
17	Contact/Assessment date	TRIAGED	YYYYMMDD	1; 2; 3; 7; 9	CDS – L/Jan 14
18	Offence	OFFENCE	N(2)	1; 4	CDS – L/Jan 14
19	UTLA or Secure Setting transferred from	PRISON	C(5)	1; 4	CDS – L/Jan 14
20	Client stated sexual orientation	SEXUALO	C(1)	1; 4	CDS - N/Apr 17
21	Pregnant	PREGNANT	A(1)	1; 4	CDS – L/Jan 14
22	Religion	RELIGION	A(1)	1; 4	CDS - N/Apr 17
23	Disability 1	DISABLE1	C(2)	1; 2; 4	CDS - N/Apr 17
24	Disability 2	DISABLE2	C(2)	1; 2; 4; 95	CDS - N/Apr 17
25	Disability 3	DISABLE3	C(2)	1; 2; 4; 96	CDS - N/Apr 17

Col no.	Field description	CSV file header	Layout	Additional rules	CDS introduced
26	Drinking days (how many drinking days in last 28 days)	ALCDDAYS	N(2)	1; 4; 23; 27	CDS – L/Jan 14
27	Units of alcohol (on a typical drinking day)	ALCUNITS	N(3)	1; 4; 24; 27	CDS – L/Jan 14
28	What is the client's current housing situation?	HOUSING	N(2)	1; 4	CDS-Q / Apr22
29	Is the client threatened with homelessness in the next 56 day (8 weeks)?	HOMELESS	A(1)	1; 4	CDS-Q / Apr22
30	British Armed Forces veteran	VETERAN	A(1)	1; 4	CDS – P/Apr 20
31	Parental responsibility for children under 18	PARENT	A(1)	1; 4	CDS – P/Apr 20
32	If client has parental responsibility, do any of these children live with the client?	PRNTSTAT	N(2)	1; 4; 74	CDS-N / Apr 17
33	Children under 18 living with client	CHILDWTH	N(2)	1; 4	CDS-N / Apr 17
34	If client has parental responsibility and/or children living with them, what help are the children receiving? (1)	EHCS	N(2)	1; 4; 45	CDS-N / Apr 17
35	If client has parental responsibility and/or children living with them, what help are the children receiving? (2)	EHCS2	N(2)	1; 4; 61; 64	CDS – P/Apr 20

Col no.	Field description	CSV file header	Layout	Additional rules	CDS introduced
36	If client has parental responsibility and/or children living with them, what help are the children receiving? (3)	EHCS3	N(2)	1; 4; 61; 63	CDS – P/Apr 20
37	Problem substance No 1	DRUG1	N(4)	1; 2; 4	CDS – L/Jan 14
38	Route of administration of problem substance No 1	ROUTE	N(1)	1; 4	CDS – L/Jan 14
39	Problem substance No 2	DRUG2	N(4)	1; 4	CDS – L/Jan 14
40	Problem substance No 3	DRUG3	N(4)	1; 4	CDS – L/Jan 14
41	Injecting status	INJSTAT	A(1)	1; 4	CDS – L/Jan 14
42	Caseload start date	CPLANDT	YYYYMMDD	1; 14; 84	CDS – L/Jan 14
43	Has the client been issued with Naloxone at episode start?	NALOXISS	N(1)	1; 4	CDS – P/ Apr 20
44	Naloxone administered to reverse the effects of an overdose?	NALOXAD	A(1)	1; 4	CDS – P/Apr 20
45	Closure date	DISD	YYYYMMDD	1; 3; 7; 10; 13; 84; 85	CDS – L/Jan 14
46	Closure reason	CJDISRSN	N(2)	1; 4; 13	CDS – L/Jan 14

3. Referrals to Structured Treatment

Col no.	Field description	CSV file header	Layout	Additional rules	CDS introduced
47	Referral to structured treatment ID	REFERID	C(36)	1; 5; 47	CDS – L/Jan 14
48	Referral date to structured treatment	REFDATE	YYYYMMDD	1; 3; 5	CDS – L/Jan 14

Key

N	Numeric
A	Alphabetical (upper case)
C	Alphanumeric
DD	Numeric day (including a leading zero if relevant)
MM	Numeric month (including a leading zero if relevant)
YYYY	Numeric year

5. Verification rules

When the data is received by NDTMS, it is subjected to a validation process. Each data item will be subjected to none, one or more verification rules. Note: this list refers to only the most significant validations performed

Rule no	Description
1	There must be no leading or trailing spaces in any field
2	Field is mandatory if CONSENT is Yes
3	Must be a valid date down to the day eg in the form YYYYMMDD
4	Must be as specified in the appropriate section of the reference data document – must be provided as code value
5	Item is mandatory if any items in this section are not null
6	DOB must be after 1902, and before REFLD and reporting period end date (minimum one year plus one day before REFLD)
7	Date must be historic ie: on or before the current date
9	TRIAGED must occur on or after REFLD and before DISD
10	DISD must occur on or after the REFLD and TRIAGED
13	CJDISRSN must be provided if DISD is present (and vice versa)
14	CPLANDT must occur on or after the TRIAGED and on or before DISD
20	If CONSENT is No refer to: Section 3 'Extraction criteria for no consent records' for submission rules
23	Value must be between 0 and 28 (inclusive)
24	Value must be between 0 and 200 (inclusive)
27	ALCDDAYS must be provided if ALCUNITS is present (and vice versa)

Rule no	Description
28	Only partial postcodes should be submitted and must be separated by a space eg NW7 3. For no fixed abode the postcode should be ZZ99 3
31	Date must be on or after DOB, plus one year and one day
45	Must be completed if PARENT, PRNTSTAT or CHILDWTH show the client is a parent or has children living with them
47	Must be unique and not hold or be composed of attributers which might identify the individual
61	If populated, should not contain the same value as EHCSC and EHCSC must not be null
63	If populated should not contain the same value as EHCSC2 and EHCSC2 should not be null
64	If populated should not contain the same value as EHCSC3
74	If PARENT is 'Yes' this field should be populated
84	An episode should only be extracted if it has a caseload start or closure date
85	A referral to structured treatment cannot be added after the episode closure date
95	If populated, field should not contain the same value as DISABLE1 AND DISABLE1 must not be null
96	If populated, field should not contain the same value as DISABLE1 or DISABLE2 AND DISABLE1 & DISABLE2 must not be null

6. CJIT date verification rules matrix

Read along the row, then up the column

Data Item	1902	Today	DOB ¹	REFLD	TRIAGED	CPLANDT	DISD	REFDATE
1902	X	<	<=	<	<	<	<	X
Today	>	X	>	>=	>=	>=	>=	X
DOB – Date of Birth of client1	>=	<	X	<	<	<	<	X
REFLD – Date of event which prompted this contact	>	<=	>	X	<=	<=	<=	X
TRIAGED – Contact/Assessment date	>	<=	>	>=	X	<=	<=	X
CPLANDT – Caseload start date	>	<=	>	>=	>=	X	<=	X
DISD – Closure date	>	<=	>	>=	>=	>=	X	X
REFDATE – Referral date to structured treatment	>	<=	>	>=	>=	X	<=	X

Key:

< Prior To > After <= Prior to or on >= After or on X No verification rule

¹ Date of birth must be at least one year and one day prior to today

7. Implementation of dataset changes

Core dataset changes are specified as changes to the schema and as changes to the reference data, which are the code sets used within the schema.

Dataset changes should only be applied to client records that are active at the time of the dataset change. These changes should not be applied retrospectively to client records that do not meet these criteria. This applies to both schema and reference data code sets.

For those data items that may change throughout the treatment episode (as defined in the business definitions as “may change”), the reference data values in operation at the time of the change should be used.

Appendix A - Changes implemented in dataset R

Fields being removed

Field Header	Description
DAT	DAT of residence

Fields being added

NONE

Existing fields being amended

Field Header	From	To
PRISON	DAT/LA or Prison transferred from	UTLA or Secure Setting transferred from

Reference data items being removed / added / amended

NONE

Rules being removed / added / amended

NONE

Rules being added to existing fields

Rule no.	Field(s) added to	Description
2	UTLA	Field is mandatory if CONSENT for NDTMS is Yes

Revision History

Version	Author	Purpose/reason
1.1	J Palmer	PREGNANT - removed rule 93 'Field should only be populated where SEX field value is '2' female'