



Public Health
England

Protecting and improving the nation's health

National Drug Treatment Monitoring System (NDTMS)

CJIT Technical definitions

Core dataset Q

V5.0

Revision history

Version	Author	Purpose/reason																																																			
5.0	H Smith	<p>Amendments since V4.1</p> <p>Changes being introduced as part of dataset change to CDS Q.</p> <ul style="list-style-type: none"> - Column and section numbers updated throughout document - Date sequence diagrams updated <p>Remove fields</p> <table border="1"> <thead> <tr> <th>Field header</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>CJACCMNEED</td> <td>Accommodation need</td> </tr> <tr> <td>SUBMID</td> <td>Sub intervention ID</td> </tr> <tr> <td>SUBMODDT</td> <td>Recovery support assessment date</td> </tr> <tr> <td>RECPEER</td> <td>Client provided with peer support involvement</td> </tr> <tr> <td>RECMAID</td> <td>Client provided with facilitated access to mutual aid</td> </tr> <tr> <td>RECFMSP</td> <td>Client provided with family support</td> </tr> <tr> <td>RECPRNT</td> <td>Client provided with parenting support</td> </tr> <tr> <td>RECHSE</td> <td>Client provided with housing support</td> </tr> <tr> <td>RECEMP</td> <td>Client provided with employment support</td> </tr> <tr> <td>RECEDUT</td> <td>Client provided with education and training support</td> </tr> <tr> <td>RECWPRJ</td> <td>Client provided with supported work projects</td> </tr> <tr> <td>RECCHKP</td> <td>Client provided with recovery check-ups</td> </tr> <tr> <td>RECRLPP</td> <td>Client provided with evidence based psychosocial interventions to support relapse prevention</td> </tr> <tr> <td>RECCMPT</td> <td>Client provided with complimentary therapies</td> </tr> <tr> <td>RECGNH</td> <td>Client provided with mental health interventions</td> </tr> <tr> <td>RECSMOC</td> <td>Client provided with smoking cessation interventions</td> </tr> <tr> <td>RECDOMV</td> <td>Has there been facilitation to domestic abuse/violence support</td> </tr> </tbody> </table> <p>Add new fields</p> <table border="1"> <thead> <tr> <th>Field header</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>HOUSING</td> <td>Client's current housing situation</td> </tr> <tr> <td>HOMELESS</td> <td>Client threatened with homelessness in the next 56 days (8 weeks)?</td> </tr> </tbody> </table> <p>Text updates to field descriptions</p> <table border="1"> <thead> <tr> <th>Field header</th> <th>From</th> <th>To</th> </tr> </thead> <tbody> <tr> <td>SEX</td> <td>Client sex at registration of birth</td> <td>Client stated sex</td> </tr> <tr> <td>PRNTSTAT</td> <td>Parental status - Do any of these children live with the client</td> <td>If client has parental responsibility, do any of these children live with the client?</td> </tr> </tbody> </table>	Field header	Description	CJACCMNEED	Accommodation need	SUBMID	Sub intervention ID	SUBMODDT	Recovery support assessment date	RECPEER	Client provided with peer support involvement	RECMAID	Client provided with facilitated access to mutual aid	RECFMSP	Client provided with family support	RECPRNT	Client provided with parenting support	RECHSE	Client provided with housing support	RECEMP	Client provided with employment support	RECEDUT	Client provided with education and training support	RECWPRJ	Client provided with supported work projects	RECCHKP	Client provided with recovery check-ups	RECRLPP	Client provided with evidence based psychosocial interventions to support relapse prevention	RECCMPT	Client provided with complimentary therapies	RECGNH	Client provided with mental health interventions	RECSMOC	Client provided with smoking cessation interventions	RECDOMV	Has there been facilitation to domestic abuse/violence support	Field header	Description	HOUSING	Client's current housing situation	HOMELESS	Client threatened with homelessness in the next 56 days (8 weeks)?	Field header	From	To	SEX	Client sex at registration of birth	Client stated sex	PRNTSTAT	Parental status - Do any of these children live with the client	If client has parental responsibility, do any of these children live with the client?
Field header	Description																																																				
CJACCMNEED	Accommodation need																																																				
SUBMID	Sub intervention ID																																																				
SUBMODDT	Recovery support assessment date																																																				
RECPEER	Client provided with peer support involvement																																																				
RECMAID	Client provided with facilitated access to mutual aid																																																				
RECFMSP	Client provided with family support																																																				
RECPRNT	Client provided with parenting support																																																				
RECHSE	Client provided with housing support																																																				
RECEMP	Client provided with employment support																																																				
RECEDUT	Client provided with education and training support																																																				
RECWPRJ	Client provided with supported work projects																																																				
RECCHKP	Client provided with recovery check-ups																																																				
RECRLPP	Client provided with evidence based psychosocial interventions to support relapse prevention																																																				
RECCMPT	Client provided with complimentary therapies																																																				
RECGNH	Client provided with mental health interventions																																																				
RECSMOC	Client provided with smoking cessation interventions																																																				
RECDOMV	Has there been facilitation to domestic abuse/violence support																																																				
Field header	Description																																																				
HOUSING	Client's current housing situation																																																				
HOMELESS	Client threatened with homelessness in the next 56 days (8 weeks)?																																																				
Field header	From	To																																																			
SEX	Client sex at registration of birth	Client stated sex																																																			
PRNTSTAT	Parental status - Do any of these children live with the client	If client has parental responsibility, do any of these children live with the client?																																																			

Version	Author	Purpose/reason												
		EHCSC, EHCSC2 & EHCSC3	What help are the client's children or children living with the client receiving? (1, 2 & 3)	If client has parental responsibility and/or children living with them, what help are the children receiving? (1, 2 & 3)										
<p style="color: red;">Remove rules</p>														
<table border="1"> <thead> <tr> <th data-bbox="480 575 635 607">Rule no:</th> <th data-bbox="635 575 1489 607">Description</th> </tr> </thead> <tbody> <tr> <td data-bbox="480 607 635 678">89</td> <td data-bbox="635 607 1489 678">A sub intervention cannot be entered after the caseload closure date</td> </tr> <tr> <td data-bbox="480 678 635 750">90</td> <td data-bbox="635 678 1489 750">A sub Intervention should only be saved where there is a caseload start date</td> </tr> <tr> <td data-bbox="480 750 635 822">91</td> <td data-bbox="635 750 1489 822">The sub Intervention assessment date should be before the caseload closure date</td> </tr> <tr> <td data-bbox="480 822 635 884">92</td> <td data-bbox="635 822 1489 884">The sub intervention assessment date cannot be before the caseload start</td> </tr> </tbody> </table>					Rule no:	Description	89	A sub intervention cannot be entered after the caseload closure date	90	A sub Intervention should only be saved where there is a caseload start date	91	The sub Intervention assessment date should be before the caseload closure date	92	The sub intervention assessment date cannot be before the caseload start
Rule no:	Description													
89	A sub intervention cannot be entered after the caseload closure date													
90	A sub Intervention should only be saved where there is a caseload start date													
91	The sub Intervention assessment date should be before the caseload closure date													
92	The sub intervention assessment date cannot be before the caseload start													

Contents

Revision history	2
1. Introduction	5
2. Data entities	7
3. Extraction criteria for no consent records	8
4. Criminal justice dataset fields	9
5. Verification rules	13
CJIT date verification rules matrix	15
Appendix A – data structure	16

1. Introduction

The National Drug Treatment Monitoring System (NDTMS) data helps drug treatment demonstrate the outcomes it achieves for the people it treats and in doing so aids accountability for the money invested in it. NDTMS is a national standard and is applicable to young people and adults within community and secure setting based treatment providers.

This document establishes the technical definitions (data schema) for data that is collected as part of the NDTMS criminal justice dataset.

It establishes for each item:

- section number:
 1. Client
 2. Episode
 3. Referral to structured treatment
- field description
- CSV file header
- layout
- verification rules
- CDS introduced

The criminal justice 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 PHE systems
- suppliers of systems to PHE
- suppliers of systems which interface to PHE systems
- PHE/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 association with:

- **NDTMS CJIT CSV file format specification** – defines the format of the CSV file used as the primary means of inputting the core 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 DAT of residence, Local Authority etc.
- **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 dataset Q) for national data collection will come into effect 1 April 2022.

2. Data entities

The data items listed in this document may be considered as belonging to one of 3 different sections which are used throughout this document. These are:

1. Client
2. Episode
3. Referral 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 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 2 records).

Software suppliers should produce one record for each no consent episode. If a client had 3 episodes (2 of which are no consent) then the software supplier should produce 2 no consent records eg 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. Example: If the software provider is producing the recommended reporting year extract which currently includes clients still open or discharged on or after 1 January 2020, then only no consent clients who also fit this criteria should be provided in the CSV file.

4. Criminal justice dataset fields

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

2. Episode details					
Col No	Field description	CSV file header	Layout	Additional rules	CDS introduced
14	DAT of residence	DAT	C(4)	1; 2; 4	CDS – L/Jan 14
15	Upper tier local authority	UTLA	C(9)	1; 4	CDS - P/Apr 20
16	Date of event which prompted this contact	REFLD	YYYYMMDD	1; 2; 3; 7; 31	CDS – L/Jan 14
17	What prompted the contact	CJRFLS	N(2)	1; 4;	CDS – L/Jan 14
18	Contact/Assessment date	TRIAGED	YYYYMMDD	1; 2; 3; 7; 9	CDS – L/Jan 14
19	Offence	OFFENCE	N(2)	1; 4	CDS – L/Jan 14
20	DAT/LA or Prison transferred from	PRISON	C(5)	1; 4	CDS – L/Jan 14
21	Client stated sexual orientation	SEXUALO	C(1)	1; 4	CDS - N/Apr 17
22	Pregnant	PREGNANT	A(1)	1; 4; 93	CDS – L/Jan 14
23	Religion	RELIGION	A(1)	1; 4	CDS - N/Apr 17
24	Disability 1	DISABLE1	C(2)	1; 2; 4	CDS - N/Apr 17
25	Disability 2	DISABLE2	C(2)	1; 2; 4; 95	CDS - N/Apr 17
26	Disability 3	DISABLE3	C(2)	1; 2; 4; 96	CDS - N/Apr 17
27	Drinking days (how many drinking days in last 28 days)	ALCDDAYS	N(2)	1; 4; 23; 27	CDS – L/Jan 14
28	Units of alcohol (on a typical drinking day)	ALCUNITS	N(3)	1; 4; 24; 27	CDS – L/Jan 14
29	What is the client’s current housing situation?	HOUSING	N(2)	1; 4	CDS-Q / Apr22
30	Is the client threatened with homelessness in the next 56 days (8 weeks)?	HOMELESS	A(1)	1; 4	CDS-Q / Apr22

2. Episode details					
Col No	Field description	CSV file header	Layout	Additional rules	CDS introduced
31	British Armed Forces veteran	VETERAN	A(1)	1; 4	CDS – P/Apr 20
32	Parental responsibility for children under 18	PARENT	A(1)	1; 4	CDS – P/Apr 20
33	If client has parental responsibility, do any of these children live with the client?	PRNTSTAT	N(2)	1; 4; 74	CDS-N / Apr 17
34	Children under 18 living with client	CHILDWTH	N(2)	1; 4	CDS-N / Apr 17
35	If client has parental responsibility and/or children living with them, what help are the children receiving? (1)	EHSCS	N(2)	1; 4; 45	CDS-N / Apr 17
36	If client has parental responsibility and/or children living with them, what help are the children receiving? (2)	EHSCS2	N(2)	1; 4; 61; 64	CDS – P/Apr 20
37	If client has parental responsibility and/or children living with them, what help are the children receiving? (3)	EHSCS3	N(2)	1; 4; 61; 63	CDS – P/Apr 20
38	Problem substance No 1	DRUG1	N(4)	1; 2; 4	CDS – L/Jan 14
39	Route of administration of problem substance No 1	ROUTE	N(1)	1; 4	CDS – L/Jan 14
40	Problem substance No 2	DRUG2	N(4)	1; 4	CDS – L/Jan 14
41	Problem substance No 3	DRUG3	N(4)	1; 4	CDS – L/Jan 14
42	Injecting status	INJSTAT	A(1)	1; 4	CDS – L/Jan 14
43	Caseload start date	CPLANDT	YYYYMMDD	1; 14; 84	CDS – L/Jan 14
44	Has the client been issued with Naloxone at episode start?	NALOXISS	N(1)	1; 4	CDS – P/ Apr 20

2. Episode details					
Col No	Field description	CSV file header	Layout	Additional rules	CDS introduced
45	Naloxone administered to reverse the effects of an overdose?	NALOXAD	A(1)	1; 4	CDS – P/Apr 20
46	Closure date	DISD	YYYYMMDD	1; 3; 7; 10; 13; 84; 85	CDS – L/Jan 14
47	Closure reason	CJDISRSN	N(2)	1; 4; 13	CDS – L/Jan 14

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

Key:
 N Numeric
 A Alphabetic (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 the most significant validations performed only.

Rule no	Description
1	There must be no leading or trailing spaces in any field
2	Field is mandatory if CONSENT for NDTMS 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	Date of Birth must be after 1902, and before Date of the event which prompted this contact, reporting period end date (One year plus one day before Date of the event which prompted this contact)
7	Date must be historic (i.e. on or before the current date)
9	Contact/Assessment date must occur on or after the Date of the event which prompted this assessment and before Closure Date
10	Closure Date must occur on or after the Date of the event which prompted this assessment and Contact/Assessment Date
13	Closure Reason must be provided if Closure Date is present (and vice versa)
14	Caseload Start Date must occur on or after the Contact/Assessment date and on or before Closure Date
20	If Consent for NDTMS is not Y then Client ID must be given and an agency code
23	Number of days must be a value between 0 and 28 (inclusive)
24	Units of Alcohol must be a value between 0 and 200 (inclusive)
27	Drinking Days must be provided if Units of Alcohol is present (and vice versa)
28	The Post Outcode and the Post Incode) Only partial postcodes should be submitted and must be separated by a space (e.g NW7 3). For NFA the postcode should be ZZ99 3.

31	Date must be on or after Date of Birth (plus 1 year and 1 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. (Extract criteria)
85	A referral to structured treatment cannot be added after the episode closure date. (Extract criteria)
93	When selected sex is male, PREGNANT does not need to be populated
95	If populated field should not contain the same value as Disability 1 AND Disability 1 must not be null
96	If populated filed should not contain the same value as Disability 1 or Disability 2 AND Disability 1 & Disability 2 must not be null

CJIT date verification rules matrix

Read along the row then up the column

		A	B	C	D	E	F	G	H
	Data Item	1902	Today	DOB ¹	REFLD	TRIAGED	CPLANDT	DISD	REFDATE
1	1902	X	<	<=	<	<	<	<	X
2	Today	>	X	>	>=	>=	>=	>=	X
3	DOB - Date of birth of client ¹	>=	<	X	<	<	<	<	X
4	REFLD - Date of event which prompted this contact	>	<=	>	X	<=	<=	<=	X
5	TRIAGED - Contact/ assessment date	>	<=	>	>=	X	<=	<=	X
6	CPLANDT - Caseload start date	>	<=	>	>=	>=	X	<=	X
7	DISD - Closure date	>	<=	>	>=	>=	>=	X	X
8	REFDATE - Referral date to structured treatment	>	<=	>	>=	>=	X	<=	X

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

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

Appendix A – data structure

See NDTMS CSV file format document for full details of data structure and extraction:

www.gov.uk/government/publications/csv-file-format-for-criminal-justice-intervention-teams

For files containing referred to structured treatment data, both client and episode data must be included in all rows.