



Public Health
England

Protecting and improving the nation's health

National Drug Treatment Monitoring System (NDTMS)

CSV file format specification

NDTMS data set P

About Public Health England

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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 defines the format of the comma separated variable (CSV) file used as the primary means of inputting the core data set data items into the National Drug Treatment Monitoring System (NDTMS).

2. Treatment provider or prison treatment data export

There are several versions of the NDTMS dataset, the correct one to use for a given provider is dependent upon whether the client cohort is young people or adults and whether the provider is in the community or a secure setting. All headers (as specified in the NDTMS technical definitions document) should appear in all dataset extracts, but only the fields specified as applicable to that dataset should be populated (see dataset inclusion column in NDTMS technical definitions document).

The NDTMS system (DAMS) does not require a particular methodology or application to be used to create the CSV input file. As a *technical* minimum the file should contain all new records and all changes to existing records since the previous submission (including those records that have been updated but are no longer in the reporting year that have previously been submitted to NDTMS).

The recommended minimum submission period for activity data is the current reporting period (see Section 3.3). As national statistics and performance figures are published monthly from the data, it is expected that a CSV file will be submitted monthly.

Input files can contain any number of client record updates and could represent data from any or all of the following:

- all client data from a particular treatment provider or secure setting since the NDTMS provider code was established (a full extract)
- all client data from a particular treatment provider or secure setting covering the reporting period (a reporting extract – see [Section 3.3](#))

3. Input file

The CSV input file will be structured according to common CSV file format standards. Each line, including the last, will be terminated by a carriage return.

3.1 File naming

The filename of the CSV input file must contain the following items of information:

- originating NDTMS agency code/NDTMS secure setting code
- dates (YYYYMMDD) relating to the time span of the extracted client data
- literal denoting core data set, for example: TREAT-IN-P
- file structure suffix .CSV

Filenames will take one of the following forms:

AAAAA-YYYYMMDD-yyyymmdd-TREAT-IN-P.CSV

AAAAA	Originating treatment provider code or NDTMS secure setting code. The regional NDTMS team will be responsible for specifying the treatment provider code or NDTMS secure setting code, this will be a 5 character code
YYYYMMDD-yyyymmdd	Dates defining the time span that the file relates to: YYYYMMDD = from date, yyyymmdd = to date (not case sensitive, only used to show the difference between the 2)
TREAT-IN	Literal to denote the type of data contained in the file
P	The version of the core data set that was used to produce the extract – see NDTMS technical definition
CSV	File structure indicator

The following is an example filename:

L0001-20180101-20200201-TREAT-IN-P.CSV

This file would be a CSV input file from a treatment provider 'L0001' containing all client data from 01/01/18 to 01/02/20, working to version 'P' of the data set.

3.2 File content

A CSV input file will consist of multiple rows/lines of data. The minimum file size would be 2 rows:

- the first row will be the header row. The header row is used to define which of the core data set fields are represented within the CSV file, and the order in which they are provided (see below).
- the second row will be the client row which should consist of client demographic information, episode details and the first intervention

Subsequent rows will contain a row for each client in each of the following instances:

- Treatment intervention
- Treatment Outcomes Profile (TOP)
- Young Person Outcome Record (YPOR)
- Sub intervention review (SIR)
- Client Information Review (CIR)

The field names are specified in the NDTMS technical definition. Given that this is a CSV file, the CSV file header values must be used in the first row as they appear in the technical definition.

The data rows must be in the order given in the header row and a comma must follow each field. A comma must follow null or empty fields (all rows in the file must contain all fields separated by a comma – even if the field is null).

An example of a CSV input file is given below. Please note that this is an example only, for full details of the required fields and header names, please refer to the [NDTMS technical definition](#) document.

FINITIAL,SINITIAL,DOB,SEX,ETHNIC,PC,,,,,,,,,MODAL,MODST,MODEND
M,M,1984-10-04,M,,CM14 4,,,,,,,,, 4,2004-01-18,2004-01-19
D,D,1957-03-12,M,B,NW7 3,,,,,,,,,,,

The above example also demonstrates the handling of null values.

3.3 Extraction criteria

The data to be extracted should conform to one of the following standards and should contain all data relating to a treatment episode including all associated treatment interventions, TOP/YPOR records, SIR details and CIR.

Full extract: All relevant activity data on the treatment provider database or secure setting database, regardless of the discharge date

NDTMS reporting extract: This extract covers the period over which changes to data may have an impact on published performance figures. The period required for the reporting extract is the 1st January prior to the previous financial year to the end of the current month. The financial year changes on the 1st September, for example:

- for submission of community data on 01/06/2019 the extract should contain all records relating to treatment episodes that are not discharged, or who were discharged after 01/01/2017. For secure settings, this extract should contain all treatment episodes that are not exited, or who were exited on or after 01/01/2017
- for submission of community data on 01/09/2019 the extract should contain all records relating to treatment episodes that are not discharged, or who were discharged after 01/01/2018. For secure settings, this extract should contain all treatment episodes that are not exited, or who were exited on or after 01/01/2018.

The extract should also contain any records within the reporting year or prior to the reporting year that have been changed since the last time they were submitted to NDTMS. Where practical, this level of extract should be the default option as changes to data that may affect current performance figures will be updated by the submission.

See the [NDTMS technical definition](#) document for the extraction details of clients that have opted not to share their details with NDTMS.

Extract content

Extracts should only contain the **code values** specified in the reference data document.

3.4 Client data order

Due to the representation of client data in the CSV input file, it is likely that there will be multiple rows of data per client. There must be one row per treatment provider (NDTMS code) for each:

- episode /treatment intervention
- episode /TOP/ YPOR record

- episode / SIR record
- episode/ CIR record

Consider the example where client A has had 2 treatment interventions and 2 TOP/ YPOR records which are part of one treatment episode and a secondary episode with 4 treatment interventions, one sub intervention, and one CIR. The CSV input file will contain 10 rows of data for that client:

Row N	Client A details	Treatment episode 1 details	Intervention 1 details
Row N+1	Client A details	Treatment episode 1 details	Intervention 2 details
Row N+2	Client A details	Treatment episode 1 details	TOP/ YPOR details 1
Row N+3	Client A details	Treatment episode 1 details	TOP/ YPOR details 2
Row N+4	Client A details	Treatment episode 2 details	Intervention 1 details
Row N+5	Client A details	Treatment episode 2 details	Intervention 2 details
Row N+6	Client A details	Treatment episode 2 details	Intervention 3 details
Row N+7	Client A details	Treatment episode 2 details	Intervention 4 details
Row N+8	Client A details	Treatment episode 2 details	Sub Intervention 1 details
Row N+9	Client A details	Treatment episode 2 details	Client information review 1 details

Note: TOP/ YPOR data, treatment modality data, sub intervention data, and client information review data CANNOT be in the same row within the CSV input file, each dated entity must have their own individual row with individual ID.

NDTMS does not expect client records to be sorted in any particular order.

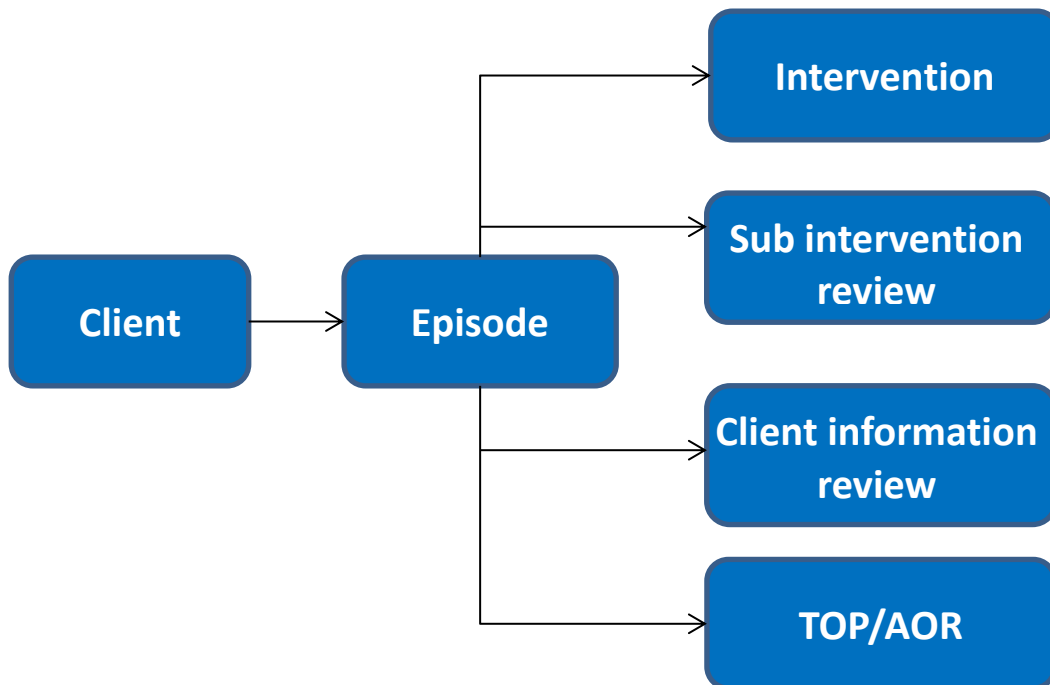
4. Implementation of core data set changes

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

Data set 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.

A full list of reference data items and the associated 'trigger' dates for implementation are available in the document [NDTMS technical definition](#).

5. NDTMS data model



The NDTMS data model for core data set P contains a total of 6 entities with the following relationships:

One client can have **many** episodes. Episodes can have **many** interventions, SIRs, TOP/YPOR records and CIRs.

Appendix A – Revision history

Version	Author	Purpose/reason	Date
10.02	J Jaswani	Included NDTMS data model in relation to core data set J	01/06/2012
11.02	D Mhambi	Updated to bring in line for NDTMS core data set L	22/04/2013
11.04	W Nielsen	Extensive corrections, re-formatting and updating of NDTMS documentation, bringing in line with PHE style	24/11/2014
12.0	LHughes	Document updated to bring in line for NDTMS core dataset N. Document revised and updated.	20/09/16
13.0	HSmith	Document updated to bring in line for NDTMS core dataset O. Summary of changes: Prison extracts to contain episodes not exited, or exited after the extract start date (changed from discharges).	15/10/2017
14.0	HSmith	Document updated to bring in line for NDTMS core dataset P. Key changes: <ul style="list-style-type: none"> Removal of Time in Treatment fields from the data structure Removal of Alcohol dataset and therefore removal of the alcohol outcomes record (AOR) Addition of CSV needing to contain any previously submitted records (regardless of date) that have been updated, to be included in the agency's reporting extract 	30/09/19