

Publication withdrawn

This guidance was withdrawn in April 2024.

For the latest information about the National Drug Treatment Monitoring System (NDTMS), including up-to-date technical documentation, visit the [NDTMS website](#).



Public Health
England

Protecting and improving the nation's health

National Drug Treatment Monitoring System (NDTMS)

CDS P Supplier Scenarios for CJIT

CJIT Core Dataset P

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1. Introduction

This document captures the test scenarios that must be covered within the sample files submitted to the NDTMS v2 system to achieve dataset accreditation at stage one. These test scenarios are aligned to NDTMS Data Set P and are applicable to the CJIT setting.

It is assumed that comprehensive testing will have already been carried out by the software provider (and their key users) prior to submission of the sample files to the NDTMS v2 system. As such, the scenarios covered are not intended to be an exhaustive set of test conditions, but rather a selection of specific business scenarios that should cause particular validation processes to be activated.

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:

- **NDTMS CSV File Format Specification:** defines the format of the CSV file used as the primary means of inputting the core data set into NDTMS
- **NDTMS technical definition:** provides the full list of fields that are required in the CSV file and the verification rules for each item
- **NDTMS geographic information:** provides the locality information – for example DAT of residence, local authority
- **NDTMS business definitions:** provides the explicit definition of each of the fields we collect to ensure data is consistent – there is a separate definitions document for each of the datasets: adult drug, adult alcohol, young people and secure settings

The sample files should be submitted in a form as defined in the NDTMS CSV File Format Specification and uploaded via the CJIT Vendor test site: <https://cjitv2-vendor.ndtms.org.uk/>

2. The Testing Process

Agency codes

When submitting CDS-P test extracts as part of the initial compliancy process, the agency code contained in the extract must correspond with the agency code provided by PHE.

Start and end dates

The filename should have an <End-Date> of the day that the files were submitted to NDTMS and the <Start-Date> should reflect the start of the reporting period for the file. The file should also adhere to the naming convention for CJIT files with 'P' included in the filename and the agency code matching the one as given to you through the CJIT Vendor test site, for example CJ0001-20180101-20200201-TREAT-IN-P.

Testing process

The supplier compliancy accreditation is staggered over 2 assessment stages.

The baseline stage involves the submission of a csv file containing the test scenarios outlined in this document. It must be observed that the test scenarios chosen be applicable to both the latest dataset standards, as well as to the requirements of the service the Case Management System (CMS) is being tailored towards.

It is expected that the supplier will create a CMS that is compliant with the most current data reporting standards.

The second compliance test is 6 months after the initial accreditation is granted and is an examination of files received from agencies that are using the CMS. Once the second stage of the testing is rendered compliant by PHE, the software supplier will be regarded as dataset compliant.

Upon successfully meeting the criteria of each stage, the supplier will be listed as 'NDTMS Core Data Set' compliant on:

<https://www.gov.uk/government/publications/software-suppliers-for-the-national-drug-treatment-monitoring-system>, initially as stage one compliant and the date stage one compliance was achieved and then again as fully compliant with the date full compliance was achieved.

Suppliers should use their clinical data applications to generate the scenarios and produce an appropriate NDTMS extract file. The test data **must not** be handcrafted or manipulated after being extracted from the clinical system.

The NDTMS extract files should then be submitted via the Supplier DAMS account provided by PHE, then emailed along with a screenshot of the successful upload to: NDTMS.admin@phe.gov.uk.

3. CJIT scenarios

Import the CJIT CSV file into your CMS and then make the following changes:

Objective: To ensure consenting and non-consenting clients are being extracted in accordance with CDS-P requirements

Client 1 (first name initial A, surname initial B)

- consent should be changed from “Yes” to “No” and the episode closed as at 10/01/2020
- add a new episode with a triage date 21 January 2020 and with episode baseline answers as per the initial episode

3.2 Objective: To ensure that new reference data options for parental question (PARENT) and the new early help fields (EHCSC2 and EHCSC3) are extracting correctly

Client 2 (first name initial C, surname initial D)

- parental responsibility for child aged under 18 should be changed from “No” to “Yes”
- do any of these children live with the client should be populated with “All of the children live with client” and “children with” field updated to show “3”
- what help are client’s children/children living with client receiving? Answer “early help” for Q1, “child in need” for Q2 and “looked after child” for Q3

3.3 Objective: To ensure that new reference data item for episode field VETERAN is extracting correctly

Client 3 (first name initial E, surname initial F)

- is the client a veteran of the British armed forces? Should be changed from “No” to “Yes”

3.4 Objective: To ensure that new reference data items for episode fields NALOXISS and NALOXAD are extracting correctly

Client 4 (first name initial G, surname initial H)

- has the client been issued with naloxone at episode start? Should be changed from “Yes – nasal naloxone” to “No – service does not provide naloxone”
- has the client ever been administered with naloxone to reverse the effects of an overdose? Should be changed from “Unknown” to “Client declined to answer”

3.5 Objective: To ensure that CDS-P updates to Case Closure Reason (CJDISRSN) has been updated in the CMS

Client 5 (first name initial J, surname initial K)

- discharge the client as “transferred – recommissioning transfer”
- add a Closure Date of 10 February 2020

3.6 Objective: To ensure that records previously submitted to NDTMS but which fall outside of the reporting year are included in the reporting year extract if subsequently edited

Client 6 (first name initial L, surname initial M)

- change client’s discharge date to 1 November 2017 and change discharge reason to “Incomplete – dropped out”

3.7 Objective: To ensure that the structure of the file is correct when a new client is added

Client 7 (first name initial N, surname initial C)

- add a new client called “New, Client”
- this client should have an episode triaged after 1 December 2019
- add a structured intervention for the client

3.8 Objective: To ensure that csv file created by local CMS conforms to CDS-P guidance

- export the csv file from your system, name it as per your agency code on the CJIT Vendor test site for example, CJ0001-20180101-20200211-TREAT-IN-P, ready for upload to CJIT V2