

# FACT SHEET

## Core Data Set

### What

- A Core Data Set is a set of measures that have been selected for collection, reporting and acting on to make improvements in how care is delivered. They are a balanced set of measures that include quality patient care, quality work environment and best use of health resources.

### Why

- The purpose of the core data set is to provide the DHB with a balanced set of measures to determine how successfully they are matching care capacity with patient demand. Care capacity includes staff numbers and mix. Patient demand includes both the number of patients and intensity of care required. Having a balanced set of measures is a key tool for achieving goals and priorities in many organisations.

### Who

- A Core Data Set is selected at multiple levels of the organisation including ward or unit, directorate or service level and executive. All levels of staff are involved in this work. At the executive level the Care Capacity Demand Management (CCDM) Council reviews, reports and acts on the data and at the ward level the Local Data Council reviews, reports and acts on the data. Like all CCDM tools the DHB and Health Union partners work together in developing and monitoring the Core Data Set.

### When

- Numbers are not for everyone, but analysis overtime can be a rich source of information. Using the core data set should be part of 'business as usual' and reported regularly from floor to board. This means the Core Data Set should be used in staff meetings, monthly reporting to your line manager, Local Data Councils, CCDM Council and reporting to the board.

### Where

- Where to next with the data depends on what the data is showing. If the data shows there needs to be improvements, the CCDM Council or Local Data Council will develop an action plan. Further monitoring should occur to see if the action plan is working. Sometimes the data will raise further questions and may require a 'deep dive' into a particular area. Always, the goal of collecting and monitoring data on an ongoing basis is to improve.