Adult Coding Access Targets for Surgery

aCATS Report Guide
Meditech
December 21, 2016

Disclaimer

If this is the first time reading/reviewing this report guide please contact your aCATS site lead for any questions or concerns.

Document History

1.0	Date	Name	Changes/Details
1.1	June 22, 2016	Christina Wildeman	
1.2	September 13th, 2016	Christina Wildeman	Disclaimer
1.3	December 21, 2016	Christina Wildeman	New Report edits and formatting

Distribution

1.0	Date	Name	Distributed to Whom
1.1			
1.2			
1.3			

Table of Contents

Resources

aCATS codes

Hard copy of code list available upon request

Electronic copy available:

External link: http://www.albertahealthservices.ca

Information for Surgical Offices

Surgery Specific Forms

Surgery specific forms have been created to facilitate the surgical booking process

External links to the forms can be found: http://www.albertahealthservices.ca/referralforms.asp

Policies

Provincial

- **Policy document #1151**

Data Validity

aCATS Code Exclusions

The following bookings/services are currently excluded from requiring aCATS codes:

Services: GI, Medicine, Radiology, Transplants

Procedures: Caesarean Section's

aCATS Site Lead Daily Booking Validity

Each day the aCATS site lead pulls the following reports to review bookings missing aCATS codes.

1. Wait List aCATS Diagnosis Code and RTT Date Audit for Adult Acute Site

2. Wait List aCATS Dx Cd and RTT Date Audit for Completed Bookings

The hardcopy bookings are retrieved, clerical entry errors identified for PAC Scheduling correction and office follow up initiated.

Month End Validity

Acute Booking Monthly Validity

- **All** bookings received in the previous month must be entered into Meditech ORM

- **All** cancellations/postponements received in the previous month must be entered into Medi Tech ORM

- **All** changes identified on the Wait List by aCATS Diagnosis by Surgeon Detail Reports received in the previous month must be entered

- A "Booking Validity Error Listing Report" must be run and all corrections must be entered

- **All** changes identified on the Wait List by aCATS Diagnosis by Surgeon Detail Reports received in the previous month must be entered

Wait List Reporting/Management

Weekly/Monthly Wait list Reporting

Wait list by aCATS Diagnosis by Surgeon Detail report is sent surgeons. The reports are sent via aCATS site lead.

Refer to Wait List by aCATS Diagnosis by Surgeon Detail (1121)

Quarterly Wait List Reporting

After each quarter, the aCATS site lead is responsible for pulling the aCATS Diagnosis by Surgeon Summary reports which are then distributed by the booking clerks. The report is for information purposes only. The reports for a division may be sent to the division chief if requested.

Refer to Wait List by aCATS Diagnosis by Surgeon Summary – ACUTE and Wait List by aCATS

Reports

1121- Waitlist by aCATS Diagnosis by Surgeon Detail

1364- aCATS Surgical Summary

1364- aCATS Surgical Summary by aCATs code and Diagnosis

1364-aCATS Surgical Summary aCATS Code

Z_aCATS Complete

Z_aCATS Active

These reports have several sort and filter capabilities depending on what may be required. e.g. site, provider service, provider, cancer/non cancer, target time (in/out out window), days to target %, aCATS diagnosis, patient name, uli#, booking #, date ranges, details or summary, waiting or completed.

Report Disclaimers:

1. This is an aCATS data report sources from the Operating Room Information System and surgeon waitlist may not be 100% represented on this report. For waitlist patients without an aCATS code, this report must be used in conjunction with pre-existing process.
2. This report is confidential. For internal and surgeon use, validation and/or education purposes and is not intended for funding or capacity management purposes.

Notes:

1. Cases with multiple procedures are attributed to the primary or admitting surgeon providing care. The case is not included in reports for the second surgeon or services.
2. Sort order is by Days to Target % (=Days Waited divided by Target Time)
3. ULI is Unique Lifetime Identifier and Alberta Personal Health Number (PHN for Alberta residents.
4. Booking# is the scheduling application generated number or unique identifier of the patient surgical booking.
5. Cancer Y/N relates to the aCATS diagnosis subcategory which indicates cancer or suspected cancer.
6. Procedure is procedure as documented by the surgeon on the surgical booking request.
7. Estimated OR Case Time is case setup to case teardown end time.
8. Booked Patient Admit Type is admission status as documented on the surgical booking request
9. Target days are the days determined by aCATS diagnosis as suggested wait time.
10. Included all cases with the status of active or waitlist where surgery has not been completed.

1121- Waitlist by aCATS Diagnosis by Surgeon Detail

The 1121 Report is the aCATS Surgeon Waitlist report. This report shows all patients waiting with an aCATS code. This report is organized according to percentage out of window by the aCATS code that was assigned to the booking. Patients who are at the top of the list are considered to be more acute therefore should be given the next available surgery date. The demand date is calculated by using the RTT Date and target time of the aCATS code- this date is the ideal date the patient should be scheduled for surgery. As patients wait for their surgery they are considered to be more acute the longer they wait therefore all patients are considered in the queue no matter what aCATS code or target time has been assigned. The Days to Target % is a normalized time calculated by the number of days in or out of target divided by the target days. The expectation is to review all cases that are greater 100% over days to target or have waited for more than one year for surgery to determine if the patient is still currently waiting and has an accurate RTT date. The main users of this report would be surgeons/office and OR booking entry staff.

Waitlist by aCATS Diagnosis by Surgeon Detail (1121)

Site:DTH aCATS Service: ALL
Provider:

01) This is an aCATS data report sourced from the Operating Room Information System and surgeon waitlist may not be 100% represented on this report. For waitlist patients without an aCATS code, this report must be used in conjunction with pre-existing process.
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Site	Patient Name	Age	ULI	Booking #	Provider	Cancer Y/N	Procedure Description	Est/Case OR Time	Booked Patient Admit Type	Decision to Treat Date	Ready to Treat Date	Target Days	Demand Date	Sched/ Preferred Date	Days To Target %
DRDH	UDORM BLACKLION,FENNETJE GEORG	89		2099	Farries,Lawrence Roy	N	REPAIR HERNIA INCISIONAL	70	SCHEDULED INPATIENT	2014/10/24	1959/01/01	182	1959/07/02		11434%
aCATS Code and Diagnosis		F267 - HERNIA ASYMPTOMATIC OF ANY TYPE						Comment							
DRDH	UDORM BADHEAD,HECTOR HARLEY	71		1201	Farries,Lawrence Roy	N	REPAIR HERNIA INCISIONAL	70	SCHEDULED INPATIENT	2014/10/17	2016/01/01	182	2016/07/01		-4%
aCATS Code and Diagnosis		F267 - HERNIA ASYMPTOMATIC OF ANY TYPE						Comment	TEST NOTES PURELY FOR SCHEDULER TO SCHEDULER COMMUNICATION						

1364- aCATS Surgical Summary

The 1364 Report is a Surgical Summary which displays how many patients are waiting for surgery with an aCATS code and how many have been completed by percentage in and out of window. This report shows a summary by service of patients waiting with current RTT-It does not include cases with a future ready to treat date. This report is used by surgeons and operational leadership. The 1364 aCATS Surgical Summary Report will be replacing 1172 and 1173 aCAT Reports.
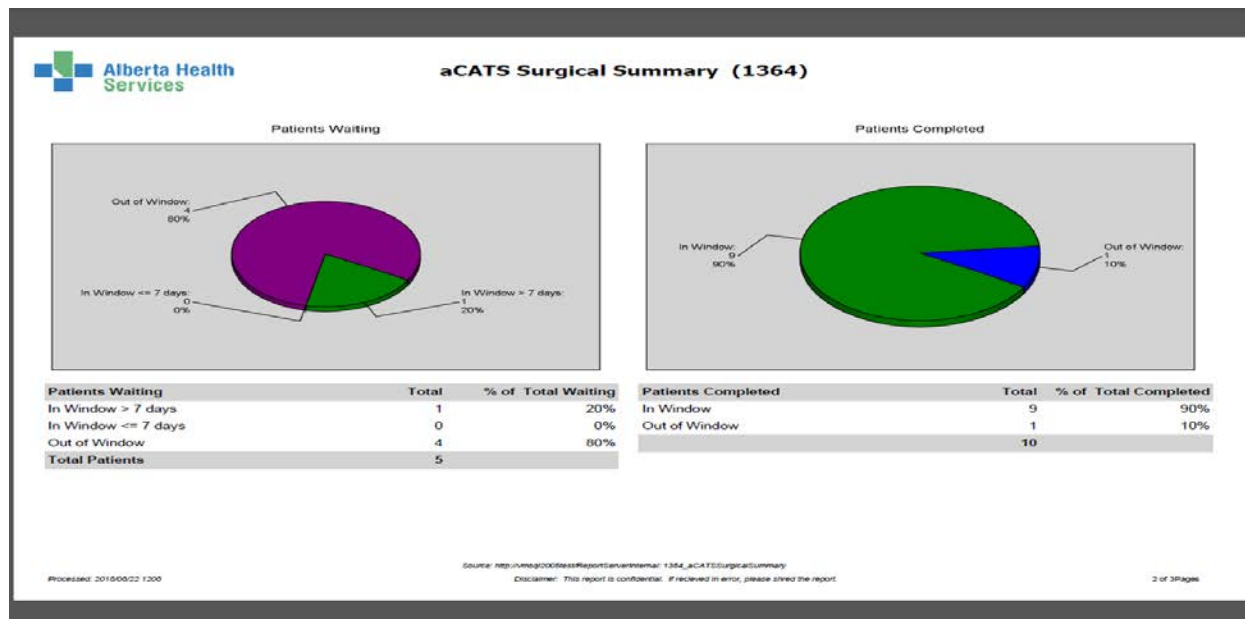

aCATS Surgical Summary (1364)

Site:DTH Facility: DRDH aCATS Service: ALL Youth: Youth and Adult Cancer: ALL

01)This is an aCATS data report sourced from the Operating Room Information system and surgeon waitlist may not be 100% represented on this report. For waitlist patients without an aCATS code this report must be used in conjunction with pre-existing process
02) For internal and surgeon use, validation and/or education purposes and is NOT intended for funding or capacity management purposes.

Site	Service	Waiting					Completed				
		In Window > 7 days	In Window <= 7 days	Out of Window	Total Patients	% Out of Window	In Window	% In Window	Out of Window	% Out of Window	Total
DRDH		1	0	4	5	80	9	90	1	10	10
	GENERAL SURGERY	1	0	2	3	67	6	86	1	14	7
	OBSTETRICS & GYNECOLOGY	0	0	2	2	100	0	0	0	0	0
	OPHTHALMOLOGY	0	0	0	0	0	0	0	0	0	0
	ORTHOPEDIC SURGERY	0	0	0	0	0	1	100	0	0	1
	PLASTIC SURGERY	0	0	0	0	0	1	100	0	0	1
	UROLOGY	0	0	0	0	0	1	100	0	0	1
		1	0	4	5	80	9	90	1	10	10

aCATS Surgical Summary (1364)

Patients Waiting	Total	% of Total Waiting
In Window > 7 days	1	20%
In Window <= 7 days	0	0%
Out of Window	4	80%
Total Patients	5	

Patients Completed	Total	% of Total Completed
In Window	9	90%
Out of Window	1	10%
	10	

Processed: 2016/08/22 1200   Source: http://vmsql2008asstReportServer/internal: 1364_aCATSSurgicalSummary   Disclaimer: This report is confidential. If recieved in error, please shred the report.   2 of 3Pages

Alberta Health Services

1364- aCATS Surgical Summary by aCATs code and Diagnosis

1364-aCATS Surgical Summary by aCATS code and Diagnosis Report is a Surgical Summary which displays how many patients are waiting for surgery with an aCATS code and how many have been completed by percentage in and out of window. This report shows a summary by service and by surgeon of patients waiting with current RTT dates; it does not include cases with a future RTT date. This report is used by surgeons and operational leadership.

Alberta Health Services

aCATS Surgical Summary (1364)

Site:DTH Facility: DRDH aCATS Service: ALL Youth: Adult Cancer: ALL

Provider: Chacon-Andrade,Hernando E ,Farries,Lawrence Roy ,Hamilton,Donald Jay

01)This is an aCATS data report sourced from the Operating Room Information system and surgeon waitlist may not be 100% represented on this report. For waitlist patients without an aCATS code this report must be used in conjunction with pre-existing process
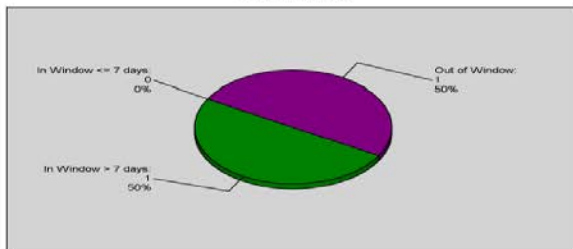02) For internal and surgeon use, validation and/or education purposes and is NOT intended for funding or capacity management purposes.

Site	Service	Provider	aCATS code	aCATS Description	Waiting					Completed				
					In Window > 7 days	In Window <= 7 days	Out of Window	Total Patients	% Out of Window	In Window	% In Window	Out of Window	% Out of Window	Total
DRDH					1	0	1	2	50	5	83	1	17	6
	GENERAL SURGERY				1	0	1	2	50	5	83	1	17	6
		Farries,Lawrence Roy			1	0	1	2	50	4	80	1	20	5
			HLD		0	0	0	0	0	0	0	0	0	0
			00NA		0	0	0	0	0	0	0	0	0	0
			1E07	SINO NASAL MASS NEOPLASM BENIGN	0	0	0	0	0	2	67	1	33	3
			1E98	NASAL DEFORMITY CHRONIC	0	0	0	0	0	1	100	0	0	1
			1EH5	HEAD AND NECK DEFECTS RECONSTRUCTION CHRONIC	0	0	0	0	0	1	100	0	0	1
			F267	HERNIA ASYMPTOMATIC OF ANY TYPE	1	0	1	2	50	0	0	0	0	0
		Hamilton,Donald Jay			0	0	0	0	0	1	100	0	0	1
			1H04	EAR DEFORMITIES CONGENITAL OR FOLLOWING TRAUMA OR TUMOR RESECTION	0	0	0	0	0	1	100	0	0	1
	OPHTHALMOLOGY				0	0	0	0	0	0	0	0	0	0
		Chacon-Andrade,Hernando E			0	0	0	0	0	0	0	0	0	0
			00NA		0	0	0	0	0	0	0	0	0	0
					1	0	1	2	50	5	83	1	17	6

Alberta Health Services

aCATS Surgical Summary (1364)

Patients Waiting

In Window <= 7 days 0 0%
Out of Window 1 50%
In Window > 7 days 1 50%

Patients Completed

In Window 5 83%
Out of Window 1 17%

Patients Waiting	Total	% of Total Waiting
In Window > 7 days	1	50%
In Window <= 7 days	0	0%
Out of Window	1	50%
Total Patients	**2**	
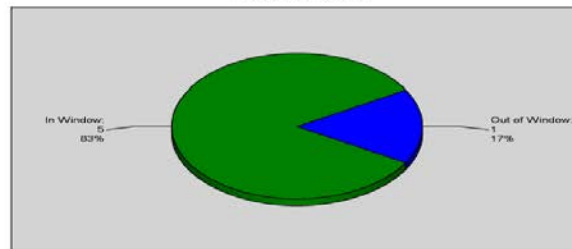
Patients Completed	Total	% of Total Completed
In Window	5	83%
Out of Window	1	17%
	6	

1364-aCATS Surgical Summary aCATS Code

1364-aCATS Surgical Summary by aCATS code Surgical Summary which displays how many patients are waiting for surgery with an aCATS code and how many have been completed by percentage in and out of window? This report shows a summary by aCATS code and by site of patients waiting with current RTT dates; it does not include cases with a future RTT date. This Report would be used by operational leadership.

aCATS Surgical Summary (1364)

Site:DTH Facility: DRDH Youth: Youth and Adult Cancer: ALL

01)This is an aCATS data report sourced from the Operating Room Information system and surgeon waitlist may not be 100% represented on this report. For waitlist patients without an aCATS code this report must be used in conjunction with pre-existing process
02) For internal and surgeon use, validation and/or education purposes and is NOT intended for funding or capacity management purposes.

Site	aCATS Code	Waiting					Completed				
		In Window > 7 days	In Window <= 7 days	Out of Window	Total Patients	% Out of Window	In Window	% In Window	Out of Window	% Out of Window	Total
DRDH		1	0	4	5	80	9	90	1	10	10
	HLD	0	0	0	0	0	0	0	0	0	0
	00NA	0	0	0	0	0	0	0	0	0	0
	1E07	0	0	0	0	0	3	75	1	25	4
	1E23	0	0	0	0	0	1	100	0	0	1
	1E98	0	0	0	0	0	1	100	0	0	1
	1EH5	0	0	0	0	0	1	100	0	0	1
	1H04	0	0	0	0	0	3	100	0	0	3
	1P14	0	0	1	1	100	0	0	0	0	0
	8PP1	0	0	1	1	100	0	0	0	0	0
	F267	1	0	1	2	50	0	0	0	0	0
	WX39	0	0	1	1	100	0	0	0	0	0
		1	0	4	5	80	9	90	1	10	10

aCATS Surgical Summary (1364)
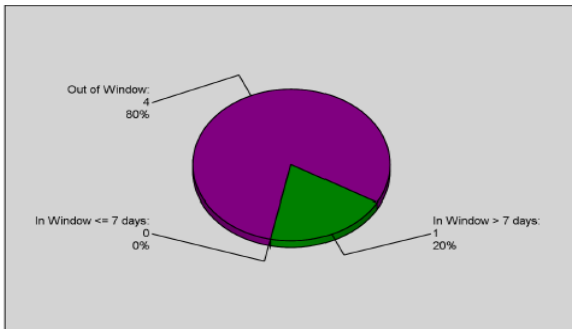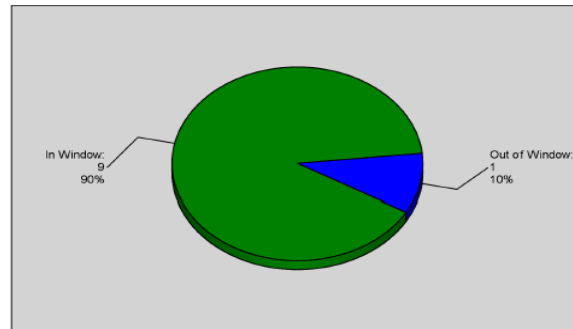
Patients Waiting

Out of Window: 4 80%

In Window <= 7 days: 0 0%

In Window > 7 days: 1 20%

Patients Completed

In Window: 9 90%

Out of Window: 1 10%

Patients Waiting	Total	% of Total Waiting
In Window > 7 days	1	20%
In Window <= 7 days	0	0%
Out of Window	4	80%
Total Patients	5	

Patients Completed	Total	% of Total Completed
In Window	9	90%
Out of Window	1	10%
	10	

Z_aCATS Complete

Z_aCATS Complete is a list of all cases that have been completed; this report will show patients that have an aCATS code or does not have an aCATS code. This report will also show patients who do not have a RTT as well. . This report can be used as a Validity report for Operations and Site leads.

Z_aCATS Active

Z_aCATS Active is a detailed waitlist with all patients waiting for Surgery this report will show patients that do not have an aCATS Code or RTT. This report can be used by Operational Leadership based on request. OR Managers, Surgeons. This report can also be used in assisting with validity.

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