Resource Utilisation Groups – Activities of Daily Living (RUG-ADLs)

Data Collection Requirements for Maintenance Care

Information Package

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About this Information Package

The purpose of this Information Package is to:

- provide an overview of the data collection requirements for publicly funded, admitted episodes of Maintenance Care
- support clinicians in understanding how to perform an assessment using the Resource Utilisation Group – Activities of Daily Living (RUG-ADL) tool
- support clinicians and non-clinicians with their reporting requirements to the Subacute and Non-acute Care Data Collection (SANADC).

Who should read this package?

- Any clinician who administers or participates in the care of Maintenance Care patients.
- Relevant staff (clinical or non-clinical) who are required to enter data into the hospital patient administration system.

Please note:

- The requirements specified in this Information Package are mandated at both State and Commonwealth levels.
- All applicable health services must report timely, complete RUG-ADL data for every instance of Maintenance Care to the SANADC.

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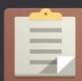

What is the Subacute and Non-acute Care Data Collection

The Subacute and Non-acute Care Data Collection (SANADC) is:

- is specialised repository that collects detailed subacute and non-acute care clinical assessments for admitted subacute and non-acute programs
- mandated under the National Health Reform Agreement to provide the Independent Hospital Pricing Authority (IHPA) with a biannual data submission containing all publicly funded, admitted subacute and non-acute care activity
- essential to the classification and funding of subacute and non-acute activity using the Australian National – Subacute and Non-acute Care Patient (AN-SNAP).

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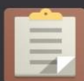

What is Maintenance Care?

Clinically, Maintenance Care is:

- care in which the primary clinical purpose or treatment goal is to support a patient with impairment, activity limitation or participation restriction due to a health condition
- care that does not require further complex assessment or stabilisation, following assessment or treatment
- non-acute care that is often delivered over an indefinite period.

Administratively, Maintenance Care is:

- one of the 11 Care Types that are determined by the treating clinician to profile the predominant program of care that a patient is receiving during a single episode of care
- captured in the hospital patient administration system under the data item "Care Type"
- a key driver for data collection mandates and subsequent funding.

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Why collect RUG-ADL data for Maintenance Care patients?

There are two key purposes for collecting RUG-ADL data on Maintenance Care patients:

1. Formulate a clinical picture of the level of patient dependency and the resources required to care for the patient. RUG-ADL scores can also assist with discharge planning and determining patient prognosis.

2. Enable allocation of an AN-SNAP group to an episode of admitted patient care. In turn, the AN-SNAP group is used to determine the appropriate level of health service funding.

If a RUG-ADL assessment is NOT captured for an episode of admitted Maintenance Care then the episode MAY NOT attract any Commonwealth funding.

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What needs to be collected for Maintenance Care episodes?

For each episode of Maintenance Care the following data items must be collected:

- Assessment Date
- Clinical Assessment Only Indicator
- Type of Maintenance Care
- RUG-ADL Assessment which includes:
  - RUG-ADL Bed Mobility score
  - RUG-ADL Toileting score
  - RUG-ADL Transfer score
  - RUG-ADL Eating score

The following slides will profile each of these data items in detail.

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Assessment Date

Definition

The date on which the patient was assessed against the RUG-ADL tool.

Data collection guidelines

- The Assessment Date must reflect the date upon which the patient was actually assessed
- The Assessment Date must be between the Admission Date and the Discharge Date
- An Assessment must be performed within 24 hours of the patient's admission under the Maintenance Care Type.

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Clinical Assessment Only Indicator

Definition

An Indicator of whether an episode of admitted patient care resulted in the patient undergoing a clinical assessment (i.e. RUG-ADL clinical assessment)

There are two permitted responses to choose from for this data item:

Yes

- Specify the *Clinical Assessment Only Indicator* as “Yes” if the patient was assessed by a clinical team but no active Maintenance Care treatment was administered.
- Episodes where the *Clinical Assessment Only Indicator* is “Yes” are generally very short in duration (i.e. <24 hours).

No

- Specify the *Clinical Assessment Only Indicator* as “No” if the patient was assessed by a clinical team, a RUG-ADL was performed AND the patient proceeds to further, active Maintenance Care treatment.

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Type of Maintenance Care

Definition

The Type of Maintenance Care refers to the nature of the Non-acute care provided to an admitted patient during an episode of care.

There are five permitted types to choose from:

Convalescent

- Following assessment and/or treatment, the patient does not require further complex assessment or stabilisation but continues to require care over an indefinite period.
- Under normal circumstances the patient would be discharged but due to factors in the home environment, such as access issues or lack of available community services, the patient is unable to be discharged.
- Examples may include:
  - patient awaiting the completion of home modifications essential for discharge
  - patient awaiting the provision of specialised equipment essential for discharge
  - patient awaiting rehousing
  - patient awaiting supported accommodation such as hostel or group home bed
  - patient for whom community services are essential for discharge but are not yet available.

Type of Maintenance Care continued…

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Respite

- An episode where the primary reason for admission is the short term unavailability of the patient’s usual care.
- Examples may include:
  - admission due to carer illness or fatigue
  - planned respite due to carer unavailability
  - short term closure of care facility
  - short term unavailability of community services

Nursing home type

- The patient does not have a current acute care certificate and is awaiting placement in a residential aged care facility.

Other

- Any other reason the patient may require a non-acute episode other than those already stated.

Unknown

- It is not known what type of non-acute care the patient is receiving.

RUG-ADL Assessment

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A RUG-ADL assessment is a 4-item scale measuring motor function while performing the following key activities of daily living:

- Bed mobility
- Toileting
- Transfer
- Eating

The assessment is designed to measure what the patient actually does, not what they are capable of doing.

The results of the assessment provide valuable information about a patient's functional status, the assistance they require to carry out these activities and the resources needed for patient care.

RUG-ADL Score: Bed Mobility

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Refers to the patient's ability to move in bed after the transfer into bed has been completed. **Choose a score from:**

Score	Description	Definition
1	Independent or supervision only	Ability to readjust position in bed , and perform own pressure area relief through spontaneous movement around bed or with prompting from carer. No hands-on assistance is required. May be independent with the use of a device.
3	Limited physical assistance	Able to readjust position in bed and perform area relief with assistance of one person.
4	Other than two persons physical assist	Requires the use of a hoist or other assistive device to readjust position and provide pressure relief. Still requires the assistance of one person for task.
5	Two or more persons physical assist	Requires two or more assistants to readjust position in bed and perform pressure area relief.

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RUG-ADL: Toileting

Refers to the patient's ability to mobilise to the toilet, adjust clothing before and after toileting and maintaining perineal hygiene without the incidence of incontinence or soiling of clothes. If the level of assistance differs between voiding and bowel movement record the lower performance. **Choose a score from:**

Score	Description	Definition
1	Independent or supervision only	Able to mobilise to toilet, adjust clothing, cleanse self and has no incontinence or soiling of clothing. All tasks are performed independently or with prompting from carer. No hands-on assistance is required. May be independent with the use of a device.
3	Limited physical assistance	Requires hands-on assistance of one person for one or more of the tasks.
4	Other than two persons physical assist	Requires the use of a catheter/uridome/urinal and/or colostomy/bedpan/commode chair and/or insertion of enema/suppository. Requires assistance of one person for management of the device.
5	Two or more persons physical assist	Requires two or more assistants to perform any step of the task.

RUG-ADL: Transfers

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Refers to the patient's ability to transfer in and out of bed, bed to chair, in and out of shower/tub. Record the lowest performance of the day/night. **Choose a score from:**

Score	Description	Definition
1	Independent or supervision only	Able to perform all transfers independently or with prompting from carer. No hands-on assistance required. May be independent with the use of a device.
3	Limited physical assistance	Requires hands-on assistance of one person to perform any transfer of the day/night.
4	Other than two persons physical assist	Requires the use of a device for any of the transfers performed in the day/night. Requires only one person plus a device to perform the task.
5	Two or more persons physical assist	Requires two or more assistants to perform any transfer of the day/night.

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RUG-ADL: Eating

Refers to the patient's ability to cut food, bring food to mouth and chew and swallow food. Does not include preparation of the meal. **Choose a score from:**

Score	Description	Definition
1	Independent or supervision only	Once a meal has been presented in the customary fashion, able to cut, chew and swallow food independently or with supervision. No hands-on assistance required. If individual relies on parenteral or gastrostomy feeding that he/she administers him/herself, then score 1.
2	Limited assistance	Requires hands-on assistance of one person to set-up or assist in bringing food to the mouth and/or requires food to be modified (soft or staged diet).
3	Extensive assistance/total dependence/tube fed	Person needs to be fed meal by assistant, or the individual does not eat or drink full meals by mouth but relies on parenteral/gastrostomy feeding and does not administer feeds by him/himself.

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Business Rules

- RUG-ADLs must be collected for patients admitted to hospital for Maintenance Care.
- The Care Type recorded in the patient administration system must be Maintenance Care .
- A clinician is responsible for performing the RUG-ADL assessment of the patient.
- A RUG-ADL assessment should be collected within 24 hours of admission to hospital.
- The date on which a RUG-ADL assessment was performed should be between the Admission Date and Separation/Discharge Date for the Maintenance Care episode.
- For clinical purposes, clinicians can opt to capture many RUG-ADL assessments, however only the first RUG-ADL assessment needs to be reported to the SANADC.
- If a patient, during a single hospital stay, moves between Maintenance Care and other Care Types (e.g. Acute → Maintenance → Acute → Maintenance), then a complete set of RUG-ADL scores must be captured for each instance of Maintenance Care.
- The RUG-ADL assessment must be documented in the medical record.

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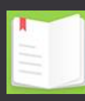

Non-acute RUG-ADL Assessment Form

- RUG-ADL assessments must be documented in the medical record.
- Health services can utilise their own medical record forms or the following resources are available:
  - Episode of care type change form that includes RUG-ADL assessments
  - Customisable medical record template

To access they resources please contact the Subacute and Non-acute Data Collection Team (see last slide for contact details).

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The RUG-ADL assessment scores must be entered into the applicable hospital patient administration system. For example, the webPAS Subacute Module.

Maintenance RUG-ADL Assessment

Assessment Date	Time
Admission for Assessment Only	
Type of Maintenance	

RUG-ADL Score

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For assistance, please contact:

Subacute and Non-acute Care Data Collection Team
Purchasing and System Performance
Data Integrity Directorate
WA Department of Health
Phone: (08) 9222 0266, (08) 9222 4380
Email: sana.data@health.wa.gov.au
Website: www2.health.wa.gov.au

For further information on admission criteria for Maintenance Care refer to:

Admissions, Readmissions, Discharge and Transfer Policy (2016)