

Privacy Policy: P5 - List of Data Holdings and P7 - Statement of Purpose for Data Holdings Containing Personal Health Information			
Posting Date: July 7, 2014			
Approved By: Director, Privacy and Freedom of Information (FOI), HHS and Executive Director, CritiCall Ontario			
Date of Initial Approval: June 24, 2014		Date of Last Review: June 2019	
Date of Next Review: June 2020			
Version History			
Version No.	Date	Summary of Change	Changed By
1.1	July 10, 2015	Data Element list updated	Christine Moon, CritiCall Ontario Privacy Lead
1.1	Dec. 21, 2015	Data Element list updated	Christine Moon, CritiCall Ontario Privacy Lead
1.2	September 28, 2016	None	Mary Wall, Director Privacy and FOI HHS
1.2	November 23, 2016	Added "Applies to" section and footnote with definition of agent	Amanda M. Cramm, Privacy Specialist, HHS
1.3	June 20, 2017	Data Element List updated	Christine Moon, CritiCall Ontario Privacy Lead
1.3	June 2018	None	Mary Gavel, CritiCall Ontario Privacy Lead
1.4	June 2019	Amendments consistent with role changes at CritiCall Ontario for dedicated Privacy Lead Position. Data Element List updated to include NICU.	Mary Gavel, CritiCall Ontario Privacy Lead

**Applies To:**

This policy and procedures applies to all Hamilton Health Sciences (HHS)/CritiCall Ontario (CritiCall) agents<sup>1</sup> who have Critical Care Information System (CCIS) job-related duties that

<sup>1</sup> Agents may be employees, consultants, contracted workers, vendors or any other representative of the HHS/CritiCall and act on behalf of HHS/CritiCall for the purpose of the HHS/CritiCall in relation to CCIS and not for their own purpose with respect to PHI. Agents may or may not have a contractual agreement with HHS/CritiCall. This P5- List of Data Holdings and P7- Statements of Purpose for Data Holdings Containing PHI/ Version 1.4

require them to review, develop or manage the list of Data Holdings and the Statements of Purpose for Data Holdings which contain personal health information (PHI).

#### Critical Care Information System Data Holding and Statement of Purpose for the Data Holding

The Critical Care Information System (CCIS) data holding is comprised of standard critical care data elements entered into the CCIS by authorized agents of participating Ontario hospitals in critical care and neonatal intensive units. The purpose of the CCIS data holding is to enable analysis and statistical reporting of resource requirements, utilization and capacity in relation to patient acuity to enable evidenced based decision making to support system-wide capacity planning and targeted performance improvement initiatives. Data collected within the CCIS is limited to that which is necessary to fulfill the above purpose.

The following is a list of the data elements contained within the data holding in respect of the CCIS as well as a statement of purpose for the data holding. The Statement of Purpose includes the purpose of the CCIS data holding; a list of all PHI data elements contained within the data holding and the need for the PHI in relation to the purpose; and the source of the PHI data elements.

STATEMENT OF PURPOSE FOR CCIS ADULT AND PAEDIATRIC DATA ELEMENTS		
CCIS Data Element Group	Data Elements (Current)	Purpose of Data Element
<b>Patient Demographic Information</b>	<ul style="list-style-type: none"> <li>• Medical Record Number (MRN)</li> <li>• Name (first,middle, last)</li> <li>• Year, month of birth and date of birth</li> <li>• Gender</li> <li>• Health card number</li> <li>• Health card type</li> <li>• Health Card Version Code</li> <li>• Age</li> <li>• Address</li> </ul>	<p>To ensure that the correct patient is selected when admitting a critical care patient into the system and when updating other CCIS data fields.</p> <p>To enable several decision support benefits, such as assessing the effectiveness, efficacy and utilization of interventions on health outcomes for patients or assisting with individualized patient triage, transfer and discharge planning.</p>

applies, whether or not the agent has the authority to bind the prescribed person, whether or not the agent is employed by the prescribed person or whether or not the agent is being remunerated by the Prescribed Person.

<p><b>Hospital Information</b></p>	<ul style="list-style-type: none"> <li>• LHIN Code</li> <li>• LHIN Name</li> <li>• Corporation Code</li> <li>• Corporation Name</li> <li>• Site Code</li> <li>• Site Name</li> <li>• ICU Code</li> <li>• ICU Name</li> <li>• ICU Type</li> <li>• ICU Level</li> <li>• Patient De-Identification Number</li> </ul>	<p>To provide LHIN, hospital and unit level information related to critical care admissions.</p>
<p><b>Admission/Discharge Data</b></p>	<ul style="list-style-type: none"> <li>• Hospital Admission Date</li> <li>• Hospital Admission Time</li> <li>• Hospital Admission Date Time</li> <li>• ICU Admission Date</li> <li>• ICU Admission Time</li> <li>• ICU Admission Date Time</li> <li>• ICU Discharge Date</li> <li>• ICU Discharge Time</li> <li>• ICU Discharge Date Time</li> <li>• Discharge Destination</li> <li>• ICU Admission Source</li> <li>• Transferred From (If the Patient's Admission source is not within the hospital)</li> <li>• ICU Admission Diagnosis</li> <li>• Admitted to CCIS as a result of CCRT/PCCRT Assessment</li> <li>• Admitted to the unit with an existing Central Venous Line</li> <li>• Admitted to the unit with an existing Central Line Infection</li> <li>• Patient Category</li> <li>• Referring Physician Service</li> <li>• Scheduled Surgery</li> <li>• ICU Admission Scheduled (If Surgery is scheduled)</li> <li>• COVID-19 Status <ul style="list-style-type: none"> <li>○ Confirmed Positive</li> </ul> </li> </ul>	<p>To provide information about hospital length of stay, patient safety indicators, improved resource access considerations and critical care unit length of stay.</p>

	<ul style="list-style-type: none"> <li>COVID-19 Case <ul style="list-style-type: none"> <li>○ Confirmed Negative COVID-19 Case</li> <li>○ Suspected COVID-19 Case</li> <li>○ Not Applicable</li> </ul> </li> <li>● Influenza Like Illness - Admitted to the unit with</li> <li>● Influenza Like Illness - Lab Confirmed Result</li> <li>● Influenza Like Illness - Date of Lab Result</li> <li>● Influenza Like Illness - Documentation Not Found</li> <li>● Influenza Like Illness – Suspected Influenza case - Lab Confirmed Result</li> <li>● Influenza Like Illness - Suspected Influenza case - Date of Lab Result</li> <li>● Influenza Like Illness - - Suspected Influenza case Documentation Not Found</li> <li>● Transferred to (if Discharged to another hospital)</li> <li>● CCRT/PCCRT to follow-up</li> <li>● Reason why CCRT/PCCRT Follow-up not required</li> <li>● Reason for Reverse Discharge</li> <li>● Location of Reserved Patient</li> <li>● Reservation Cancellation Date &amp; Time</li> <li>● Reservation Date &amp; Time Reservation Cancellation Reason</li> </ul>	
<p>Clinical Data <b>(LSI/NEMS)</b></p>	<ul style="list-style-type: none"> <li>● Basic Monitoring</li> <li>● Ventilation Historical</li> <li>● Ventilation</li> <li>● Central Venous Line</li> <li>● Arterial Line</li> </ul>	<p>To provide information about the various clinical supports and interventions required by each critical care patient; data is used to calculate nursing workload (the Nine</p>

	<ul style="list-style-type: none"> <li>• CVL or Arterial Line Historical</li> <li>• Intravenous Inotropic/Vasoactive Medication</li> <li>• Inotropic Vasoactive Historical</li> <li>• Other Intervenuous Medication</li> <li>• Intracranial Pressure Monitor</li> <li>• Dialysis</li> <li>• Extracorporeal Membrane Oxygenation</li> <li>• Intra Aortic Balloon Pump</li> <li>• Other Interventions Within this Unit</li> <li>• Interventions Outside this Unit</li> <li>• NEMS</li> </ul>	Equivalents of Nursing Manpower)
<b>AMS</b>	<ul style="list-style-type: none"> <li>• Number of Different Antibacterial Therapies</li> <li>• Number of Different Antifungal Therapies</li> <li>• Incident of Positive C.Diff Result Collected On</li> </ul>	
<b>Awaiting Transfer</b>	<ul style="list-style-type: none"> <li>• Awaiting Transfer Discharge Start Date Time</li> <li>• Awaiting Transfer Discharge Cancel Date Time</li> </ul> <p>(<u>Note:</u> Awaiting Transfer Discharge Cancel Date Time is only populated if the awaiting transfer is cancelled.)</p> <p>Awaiting Transfer Reason Awaiting Transfer Discharge</p> <ul style="list-style-type: none"> <li>• Cancellation</li> </ul>	To provide information about the discharge process including the time from readiness for discharge to actual discharge; related reasons
<b>MODS</b>	<ul style="list-style-type: none"> <li>• Date Of MODS</li> <li>• MODS Submission Date Time</li> <li>• MODS Haematologic</li> <li>• MODS Hepatic</li> <li>• MODS Renal</li> <li>• MODS Pressure Adjusted Heart Rate</li> <li>• MODS Central Venous</li> </ul>	To provide measurement of the severity of the multiple organ dysfunction syndrome as an outcome of critical illness (tracking measurements of six major systems in the body – Hematological, Hepatic, Renal, Cardiovascular, Neurological)

	<p>Pressure*</p> <ul style="list-style-type: none"> <li>• MODS Mean Arterial Pressure*</li> <li>• MODS Heart Rate*</li> <li>• MODS Glasgow Coma Score</li> <li>• MODS GCS Eyes*</li> <li>• MODS GCS Verbal*</li> <li>• MODS GCS Motor*</li> <li>• MODS Respiratory Ratio</li> <li>• MODSPO2</li> </ul> <p>MODSFIO2</p> <ul style="list-style-type: none"> <li>• MOD Score</li> </ul>	
<p><b>PIM2/PELOD</b></p>	<p>Date Of PIM2  PIM2 Submission Date time  PIM2 Elective Admission  PIM2 Recovery Post Procedure  PIM2 Cardiac Bypass  PIM2 Diagnosis  PIM2 Pupils Response To Bright Light  PIM2 Mechanical Ventilation  PIM2 Systolic Blood Pressure  PIM2 Base Excess  PIM2FiO2  PIM2PaO2  PIM2 Score  Date Of PELOD  PELOD Submission Date time</p> <ul style="list-style-type: none"> <li>• PELOD Glasgow Coma Score</li> <li>• PELOD GCS Eyes*</li> <li>• PELOD GCS Verbal*</li> <li>• PELOD GCS Motor*</li> <li>• PELOD Pupillary Reaction</li> <li>• PELOD Heart Rate</li> <li>• PELOD Systolic Blood Pressure</li> <li>• PELOD Renal Creatinine</li> <li>• PELOD Respiratory Ratio</li> <li>• PELOD PaO2</li> <li>• PELOD FiO2</li> <li>• PELOD PaCO2</li> </ul>	<p>Paediatric Logistic Organ Dysfunction Score is collected to provide a description of acuity for all patients admitted to a Paediatric critical care unit; Paediatric Index of Mortality Score (PIM 2) is a predictor of mortality for all patients admitted to a Paediatric critical care unit</p>

	<ul style="list-style-type: none"> <li>• PELOD Mechanical Ventilation</li> <li>• PELOD Haematological White Blood Cell Count</li> <li>• PELOD Haematological Platelets</li> <li>• PELOD Hepatic Aspartate Transaminase</li> </ul> <p>PELOD Hepatic International Normalized Ratio</p> <ul style="list-style-type: none"> <li>• PELOD Score</li> </ul>	
<b>Bed Availability</b>	<ul style="list-style-type: none"> <li>• Available Beds</li> <li>• Occupied Beds renamed to CCIS Patients</li> <li>• Not Occupied Beds</li> <li>• Occupancy Rate (%)</li> <li>• Not Available Beds</li> <li>• Not Staffed</li> <li>• Outpatients</li> <li>• Reserved</li> <li>• Infection Control</li> <li>• Shortage of Equipment</li> <li>• Environment</li> <li>• Last Updated</li> </ul> <p>MOHLTC Bed Count renamed to CC Bed Inventory</p> <p>MOHLTC Vented Bed Count renamed to Vented Bed Inventory</p>	To provide information about bed information including availability, demand, occupied status, funded beds, etc.
<b>Critical Care Response Team</b>	<p>Seen By CCRT Seen By MD Seen By RN Seen By RT Notified By Primary Reason Admitting Service ABC Triage CCRT Calling Criteria Met Historical (Prior to November 11, 2008)</p> <ul style="list-style-type: none"> <li>• CCRT Calling Criteria Met Timeliness Historical (Prior to</li> </ul>	Provides data related to patients not located in the critical care unit but who are seen by the Critical Care Response Team (CCRT)

	<p>November 11, 2008)</p> <ul style="list-style-type: none"> <li>• Date Time Patient Met CCRT Calling Criteria (New Consult)</li> <li>• CCRT Notified Date Time (New Consult)</li> <li>• Code Blue Yes No (New Consult)</li> <li>• Primary Event (NewConsult) Historical</li> <li>• Consult Type</li> <li>• Patient Reassessed</li> <li>• CCRT MD Notified</li> <li>• CCRT MD Notified Time</li> <li>• Time Last Team Member Left</li> <li>• CCRT Call Outcomes</li> <li>• End Of Life Discussion Initiated Yes/No</li> <li>• EndOfLifeDiscussionInitiated</li> <li>• ICU Request Date Time</li> </ul> <ul style="list-style-type: none"> <li>• No Consult Audit Date Historical (Prior to November 11, 2008)</li> <li>• Time Period Of Primary Event Historical (Prior to November 11, 2008)</li> <li>• Code Blue Yes/No (No Consult Audit)</li> <li>• Primary Event (No Consult Audit)</li> <li>• Date Time Patient Met CCRT Calling Criteria (No Consult Audit)</li> <li>• Date Time Of Primary Event</li> <li>• No Consult Audit Submission Date Time</li> <li>• Unplanned ICU Admission</li> <li>• Time With Patient After ICU Admission Hours</li> <li>• Time With Patient After ICU</li> </ul>	
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	<p>Admission Minutes</p> <ul style="list-style-type: none"> <li>• CCRT Reverse Discharge Date &amp; Time</li> <li>• CCRT Reason of Reverse Discharge</li> </ul> <p>CCRT Discharge Date &amp; Time</p> <ul style="list-style-type: none"> <li>• Patient is in an Intensivist covered Critical Care Unit</li> </ul>	
<p><b>Outcomes</b></p>	<ul style="list-style-type: none"> <li>• VAP Incident Date</li> <li>• VAP Submission Date Time</li> <li>• VAP Incident Entered In Error Date Time</li> <li>• VAP Counter</li> <li>• CLI Incident Date</li> <li>• CLI Submission Date Time</li> <li>• CLI Incident Entered In Error Date Time</li> <li>• CLI Counter</li> <li>• Unplanned Extubation Occurred Date</li> </ul> <p>Unplanned Extubation Submission Date Time</p> <p>Unplanned Extubation Incident Entered in Error Date Time</p> <ul style="list-style-type: none"> <li>• Unplanned Extubation Counter</li> </ul>	<p>Provides data about outcomes of critical care including infection rates and other incidents</p>
<p><b>Paediatric Critical Care Response Team</b></p>	<ul style="list-style-type: none"> <li>• Type of Consult</li> <li>• PICU Discharge Date &amp; Time</li> <li>• Unplanned</li> <li>• Date &amp; Time PCCRT Notified</li> <li>• Notified By</li> <li>• Primary Reason for Call</li> <li>• Most Responsible Service</li> <li>• Ward</li> <li>• PCCRT Calling Criteria first met: Airway Threat</li> <li>• PCCRT Calling Criteria first met: Altered Perfusion</li> </ul>	

	<ul style="list-style-type: none"> <li>• PCCRT Calling Criteria first met: Apnoea</li> <li>• PCCRT Calling Criteria first met: Bradycardia</li> <li>• PCCRT Calling Criteria first met: Cyanosis</li> <li>• PCCRT Calling Criteria first met: Dec LoC</li> <li>• PCCRT Calling Criteria first met: Desaturation</li> <li>• PCCRT Calling Criteria first met: Hypotension</li> <li>• PCCRT Calling Criteria first met: Resp Distress</li> <li>• PCCRT Calling Criteria first met: Seizures</li> <li>• PCCRT Calling Criteria first met: Tachycardia</li> <li>• CCRT Calling Criteria first met: Tachypnoea</li> <li>• CCRT Calling Criteria first met: Concern Not Identified Above</li> <li>• Patient Seen by PCCRT :MD</li> <li>• Patient Seen by PCCRT :RN</li> <li>• Patient Seen by PCCRT :RT</li> <li>• PCCRT MD Notified</li> <li>• PCCRT MD Notified Date &amp; Time</li> <li>• Time last team member left Date &amp; Time</li> <li>• Time with Patient after PICU Admission</li> <li>• N/PICU Request</li> <li>• N/PICU Admit</li> <li>• Interventions</li> <li>• Limitations to Treatment</li> <li>• PCCRT Call Outcomes</li> <li>• Code Blue Called</li> <li>• Time Spent Debriefing/Education</li> </ul>	
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	<ul style="list-style-type: none"> <li>• Planned Review</li> <li>• Area Covered By PCCRT</li> <li>• When did the patient first show signs of deterioration? (PCCRT Calling Criteria first met)</li> <li>• Event With No Prior Indication</li> <li>• Documentation Not Found</li> <li>• Primary Event</li> <li>• Date and Time of Primary Event</li> <li>• Most Responsible Service</li> <li>• Outcome</li> <li>• PCCRT Reverse Discharge Date &amp; Time</li> <li>• PCCRT Reason of Reverse Discharge</li> </ul> <p>PCCRT Discharge Date &amp; Time</p> <ul style="list-style-type: none"> <li>• Patient is in an Intensivist covered Critical Care Unit</li> </ul>	
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STATEMENT OF PURPOSE FOR CCIS NICU DATA ELEMENTS		
CCIS NICU Data Element Group	NICU Data Elements	Purpose
<b>Patient Demographic Information</b>	<ul style="list-style-type: none"> <li>• Medical Record Number (MRN)</li> <li>• Name (first,middle, last)</li> <li>• Year, month of birth and date of birth</li> <li>• Gender</li> <li>• Gestational Age</li> <li>• Birth Weight</li> <li>• Admission Weight</li> </ul>	<p>To ensure that the correct patient is selected when admitting a critical care patient into the system and when updating other CCIS data fields.</p> <p>To enable several decision support benefits, such as assessing the effectiveness, efficacy and utilization</p>

	<ul style="list-style-type: none"> <li>• Health card number</li> <li>• Health card type</li> <li>• Health Card version Code</li> <li>• Age</li> <li>• Address</li> </ul>	of interventions on health outcomes for patients or assisting with individualized patient triage, transfer and discharge planning.
<b>Hospital Information</b>	<ul style="list-style-type: none"> <li>• LHIN Code</li> <li>• LHIN Name</li> <li>• Corporation Code</li> <li>• Corporation Name</li> <li>• Site Code</li> <li>• Site Name</li> <li>• ICU Code</li> <li>• ICU Name</li> <li>• ICU Type</li> <li>• ICU Level</li> <li>• Patient De-Identification ID</li> </ul>	To provide LHIN, hospital and unit level information related to critical care admissions.
<b>Admission/Discharge Data</b>	<ul style="list-style-type: none"> <li>• Hospital Admission Date</li> <li>• Hospital Admission Time</li> <li>• Hospital Admission Date Time</li> <li>• ICU Admission Date</li> <li>• ICU Admission Time</li> <li>• ICU Admission Date Time</li> <li>• ICU Discharge Date</li> <li>• ICU Discharge Time</li> <li>• ICU Discharge Date Time</li> <li>• Discharge Destination</li> <li>• ICU Admission Source</li> <li>• ICU Admission Diagnosis</li> <li>• Admitted to the unit with an existing Central Venous Line</li> <li>• Admitted to the unit with an existing Central Line Infection</li> <li>• Patient Category</li> <li>• Referring Physician Service</li> <li>• Scheduled Surgery</li> <li>• ICU Admission Scheduled (If Surgery is scheduled)</li> <li>• COVID-19 Status</li> </ul>	

	<ul style="list-style-type: none"> <li>○ Confirmed Positive COVID-19 Case</li> <li>○ Confirmed Negative COVID-19 Case</li> <li>○ Suspected COVID-19 Case</li> <li>○ Not Applicable</li> <li>● Influenza Like Illness - Admitted to the unit with</li> <li>● Influenza Like Illness - Lab Confirmed Result</li> <li>● Influenza Like Illness - Date of Lab Result</li> <li>● Influenza Like Illness - Documentation Not Found</li> <li>● Influenza Like Illness – Suspected Influenza case - Lab Confirmed Result</li> <li>● Influenza Like Illness - Suspected Influenza case - Date of Lab Result</li> <li>● Influenza Like Illness - - Suspected Influenza case Documentation Not Found</li> <li>● Transferred to (if Discharged to another hospital)</li> <li>● Reason for Reverse Discharge</li> <li>● Location of Reserved Patient</li> <li>● Reservation Cancellation Date &amp; Time</li> <li>● Reservation Date &amp; Time</li> <li>● Reservation Cancellation Reason</li> </ul>	
<p>Clinical Data <b>(NICU LSI)</b></p>	<ul style="list-style-type: none"> <li>● Monitoring</li> <li>● Cardio-Respiratory Events</li> <li>● Feeding</li> <li>● Management of Hypoglycaemia</li> <li>● Management of Hyperbilirubinemia</li> <li>● Peripheral Intravenous Line</li> </ul>	

	<ul style="list-style-type: none"> <li>• Central Line</li> <li>• Arterial Line</li> <li>• Administration of Parental Nutrition (TPN)</li> <li>• Intravenous Medications</li> <li>• Respiratory Support</li> <li>• Blood products (excluding IVIG and exchange transfusion)</li> <li>• Interventions within the Unit</li> <li>• Interventions Outside of the Unit</li> </ul>	
<b>AMS</b>	<ul style="list-style-type: none"> <li>• Number of Different Antibacterial Therapies</li> <li>• Number of Different Antifungal Therapies</li> </ul>	
<b>Awaiting Transfer</b>	<p>Awaiting Transfer Discharge Start Date Time</p> <p>Awaiting Transfer Discharge Cancel Date Time</p> <p>(Note: Awaiting Transfer Discharge Cancel Date Time is only populated if the awaiting transfer is cancelled.)</p> <p>Awaiting Transfer Reason</p> <p>Awaiting Transfer Discharge Cancellation</p>	
<b>Bed Availability</b>	<p>Available Beds</p> <p>Occupied Beds renamed to CCIS Patients</p> <p>Available Beds</p> <p>Occupancy Rate (%)</p> <p>Not Available Beds</p> <p>Not Staffed</p> <p>Outpatients</p> <p>Reserved</p> <p>Infection Control</p> <p>Shortage of Equipment</p> <p>Environment</p> <p>Last Updated</p> <p>Bed Inventory</p> <p>Vented Bed Inventory</p>	

<p><b>Outcomes</b></p>	<ul style="list-style-type: none"> <li>• VAP Incident Date</li> <li>• VAP Submission Date Time</li> <li>• VAP Incident Entered In Error Date Time</li> <li>• VAP Counter</li> <li>• CLI Incident Date</li> <li>• CLI Submission Date Time</li> <li>• CLI Incident Entered In Error Date Time</li> <li>• CLI Counter</li> <li>• Unplanned Extubation Occurred Date</li> <li>• Unplanned Extubation Submission Date Time</li> <li>• Unplanned Extubation Incident Entered in Error Date Time</li> <li>• Unplanned Extubation Counter</li> </ul>	
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**GLOSSARY**

Terms Used in this Policy	Description
Data Element	A category used to identify a data field in the CCIS.
Data Holding	A full collection from the CCIS of data, comprised of Data Elements, relied upon to support specific business purposes.
Data Source	The person/organization from whom a data element is collected.
Participating Hospital	A participating hospital that currently discloses personal health information (PHI) through the CCIS Prescribed Registry and enters data in the CCIS.
Summary	The Statement of Purpose for the CCIS data holding describes the purpose of the data holding, the PHI it contains, the sources of the PHI, and the need for the PHI in relation to the identified purpose.
Reference Documents	Ontario's <i>Personal Health Information Protection Act, 2004</i> (PHIPA) Ontario's Information and Privacy Commissioner (IPC) Manual for the Review and Approval of Prescribed Persons and Prescribed Entities.
Policy Reviewed By	CritiCall Ontario Privacy Lead
In Consultation With:	CritiCall Ontario Executive Director Hamilton Health Sciences Corporation (HHS) Chief Privacy Officer and Legal Counsel