



Revisions to the MIS Standards 2019

Below are highlights of the significant revisions made to the *Standards for Management Information Systems in Canadian Health Service Organizations* (known as the MIS Standards) for implementation April 1, 2019. The first section contains an overview, followed by a list of the revisions by chapter.

Overview

Capacity of neonatal functional centres

- The counting of beds and bassinets in 71 2 40 50 Neonatal Intensive Care unit was clarified.
- Secondary statistical accounts related to the counting of beds and bassinets were revised.

Health human resources

- “Defined occupational class group” was renamed “defined occupational class.”
- Existing defined occupational classes were revised and new defined occupational classes were added.
- Secondary financial and secondary statistical accounts were added in Broad Group 3 for reporting of detailed compensation and earned hours data by defined occupational class.

Home care

- New secondary statistical accounts were added.
- Definitions for secondary statistical accounts for home care were updated.
- Canadian MIS Database (CMDB) minimum reporting requirements were revised for secondary statistical accounts for the service recipient category Client Home Care.
- Additional statistical reporting requirements have been added for contracted-out services for home care clients and for home health/home support organizational reporting.





Information technology services

- Systems Support Services was renamed Information Technology Services and the definition was revised.
- 71 1 25 Systems Support was renamed 71 1 25 Information Technology and the definition was revised.
- All level 4 and 5 functional centres for 71 1 25 Information Technology (formerly Systems Support) were deleted. 2 new functional centres were added at Level 4.
- The definitions for 71 1 30 Communications and 71 1 30 20 Telecommunications were revised.
- Secondary financial accounts pertaining to Information Technology were added, revised and deleted.

Mental health and addiction services

- Functional centres for withdrawal management services were added in the 71 2 Nursing Inpatient Services and 71 5 Community Health Services functional centre framework sections.
- Functional centres for residential services in the 71 5 Community Health Services functional centre framework section were revised.
- Functional centres for housing and support services in the 71 5 Community Health Services functional centre framework section were added.

Note: Functions are based on the National Needs Based Planning Framework for Substance Use and Mental Health Supports developed by Dr. Brian Rush.

Other notable changes

- The Clinical Laboratory Schedule of Unit Values was updated.
- A new secondary statistical account for Laboratory Service Activity was added for automated capture from laboratory information systems in organizations using the pan-Canadian LOINC Observation Code Database (pCLOCD).
- The Medical Imaging Schedule of Unit Values was updated.
- Amortization schedules were removed and the sections were renamed:
 - Appendix A: Amortization — Land Improvements, Buildings and Building Service Equipment
 - Appendix B: Amortization — Major Equipment
- The definition for 71 1 35 40 Reprocessing was clarified.



Revisions by chapter

Chapter 2 — Chart of accounts

Primary accounts — Balance sheet accounts

- The account for 41 4 95 Employee/Employer Remittances Payable — Canada Savings Bond was deleted.

Primary accounts — Functional centres

- The definition for 71 1 10 50 Planning and Development was revised.
- The definitions for 71 1 30 Communications and 71 1 30 20 Telecommunications were revised.
- 71 1 25 Systems Support was renamed Information Technology, and the definition was revised.
- For 71 1 25 Information Technology (formerly Systems Support), all level 4 and 5 functional centres were deleted, and 2 new Level 4 functional centres were added: 71 1 25 25 Information Technology Systems, Security and Support and 71 1 25 45 Information Technology Systems Development.
- The definition for 71 1 35 40 Reprocessing was revised.
- The definition for 71 2 40 50 Neonatal Intensive Care Nursing Unit was revised.
- The definition for 71 2 75 40 Addiction Services Nursing Unit was revised to include withdrawal management services, and a new Level 5 functional centre was added: 71 2 75 40 25 Withdrawal Management Services Nursing Unit.
- 71 4 80 Pastoral Care was renamed Spiritual Care.
- The definition for 71 5 70 92 Community Mental Health Residential Care Unit was revised.
- A new Level 4 functional centre 71 5 70 95 Mental Health — Housing and Support Services was added and 2 new Level 5 functional centres 71 5 70 95 10 Mental Health — Housing and Support Services — Transitional and 71 5 70 95 20 Mental Health — Housing and Support Services — Permanent were added.
- The definition for 71 5 75 32 Addiction Services Home Health was revised to include withdrawal management services, and 2 new Level 5 functional centres 71 5 75 32 10 Withdrawal Management Services — Home/Mobile and 71 5 75 32 20 General Addiction Services — Home Health were added.
- 2 new functional centres were added: 71 5 75 89 Withdrawal Management Services — Residential Treatment — Short-Term and 71 5 75 90 Withdrawal Management Services Residential Care Unit.
- 2 new functional centres were added: 71 5 75 91 Addiction Services — Residential Treatment — Pre-Treatment Stabilization and 71 5 75 94 Addiction Services — Residential Treatment — Supportive Treatment.
- The definition for 71 5 75 92 Addiction Services Residential Care Unit was revised.



- A new Level 4 functional centre 71 5 75 95 Addiction Services — Housing and Support Services was added and 2 new Level 5 functional centres 71 5 75 95 10 Addiction Services — Housing and Support Services — Transitional and 71 5 75 95 20 Addiction Services — Housing and Support Services — Permanent were added.
- 71 8 60 10 Registered Nursing Assistant (RNA) Formal Education Program was renamed Licensed Practical Nurse (LPN) Formal Education, and the definition was revised.
- The definition for 71 8 70 Diagnostic and Therapeutic Services Formal Education was revised.

Secondary financial accounts

- A new compensation expense account has been added: 3 55 Compensation — Unit-Producing Personnel — Unclassified.
- A new compensation expense account has been added: 3 ** Compensation — Unit-Producing Personnel — Defined Occupational Class.
- 4 10 30 Printing Supplies, 4 10 40 Duplicating Supplies, 4 10 50 Photocopying Supplies expense accounts have been deleted, and a new account has been added: 4 10 25 Printing Supplies.
- The name and definition for 4 10 70 Information Technology Supplies have been revised.
- References to “tape and film” in secondary expense accounts 4 75 10 Film — Radiology and 4 90 Supplies — Education have been removed, and names and definitions have been revised accordingly.
- A new expense account has been added: 6 10 18 Communication Charges; and the definition for 6 10 20 Long Distance Charges has been revised. Expense accounts for Long Distance — Telephone, Fax and Modem have been deleted.
- 6 40 Data Communication Charges has been renamed, and the definition has been revised. 6 40 10 Service Bureau Charges and 6 40 20 Data Communication Charges have been deleted.
- 6 50 60 Information System Development Fees has been renamed Information Technology Systems Development Fees.
- The definition for 6 60 10 Licence Fees has been revised.
- The definition for 7 50 Amortization on Major Equipment — Distributed has been revised, and a new account has been added: 7 52 Amortization on Information Technology Major Equipment — Distributed.
- The definition for 7 65 Minor Equipment Purchases has been revised, and 2 new accounts have been added: 7 70 Minor Equipment Purchases — Information Technology and 7 85 Software Licences and Fees.



Secondary statistical accounts

- 1 16 Workload Units — In-House, Therapeutic has been renamed Workload Units — In-House, Therapeutic — Rehabilitation Engineering or Radiation Oncology.
- 2 new accounts have been added: 3 55 Earned Hours — Unit-Producing Personnel — Unclassified and 3 ** Earned Hours — Unit-Producing Personnel — Defined Occupational Class.
- 4 07 Days Waiting for Service has been added.
- 4 65 Laboratory Service Activity has been added.
- 7 50 Unit-Producing Personnel Earned Hours — Defined Occupational Class Group and Employment Status has been renamed Unit-Producing Personnel Earned Hours — Defined Occupational Class and Employment Status, and the definition has been revised.
- Definitions have been revised for 8 25 Beds Staffed and In Operation, 8 26 Bassinets Staffed and In Operation, 8 27 Bed Days Staffed and In Operation, 8 28 Bassinet Days Staffed and In Operation, 8 62 Approved Beds and 8 63 Approved Bassinets.
- Changes have been made to CMDB minimum statistical reporting requirements for Home Care, along with new and revised statistical accounts as follows:
 - 8 39 Self-Managed Clients has been added.
 - The definition for 8 40 New Self-Managed Clients has been revised.
 - 8 41 Home Health and Home Support Requests for Service has been renamed Home Health/Home Support Requests for Service.
 - 8 43 Home Health/Home Support Clients Receiving Services has been renamed Home Health/Home Support Clients Receiving First Service.
 - 8 44 Home Health/Home Support Clients Receiving Service has been added.

Chapter 3 — Accounting principles and procedures

- A section on reporting compensation by defined occupational class has been added.
- All sections relevant to information technology were updated to reflect the information technology revision.
- All references to “cost centres” were updated to “functional centres.”
- The amortization schedules were removed from Appendix A and Appendix B, and sections were renamed.

Chapter 4 — Statistical data collection procedures

- A section was added on reporting worked, benefit and purchased hours by defined occupational class.
- A section was added on recording statistics for home care clients by type of service recipient.



Workload measurement systems — Clinical laboratory

- The schedule of unit values was updated for the clinical laboratory WMS as part of an ongoing maintenance process. Users of the WMS should read the entire WMS before implementing the changes. Changes include the following:
 - Added activities that were previously not defined;
 - Enhanced the wording of some of the activities to clarify what was included in the unit values; and
 - Adjusted some unit values according to new information.

A summary of changes is included in the MIS Standards 2019.

Workload measurement systems — Medical imaging

- The schedule of unit values was updated for the medical imaging WMS as part of an ongoing maintenance process. Users of the WMS should read the entire WMS before implementing the changes. Changes include the following:
 - Added exams that were previously not defined;
 - Enhanced the wording of some of the activities to clarify what was included in the unit values; and
 - Adjusted some unit values according to new information.

A summary of changes is included in the MIS Standards 2019.

Appendix 3 — Canadian MIS Database reporting

- The Canadian MIS Database minimum reporting requirements were updated. These changes should be implemented as of April 1, 2019.

Glossary of terms

- The definitions in support of all chart of accounts changes have been added, deleted or updated.