Maternal and Child Health Service

Key Ages and Stages (KAS)
Data Dictionary

This Data Dictionary is intended to be used by the Victorian Maternal and Child Health (MCH) Service in relation to the MCH Key Ages and Stages Framework.

The MCH Practice Guidelines 2009 provides details of the activities and data recording required at each of the MCH Key Ages and Stages Consultations

1. BODY MASS INDEX (BMI)

BMI Assessment completed    YES/NO
BMI Referral                 YES/NO

- This data is collected at the 2 years and 3.5 years KAS consultations
- BMI is a secondary screen and thus does not have to be completed on all children.

2. BREASTFEEDING STATUS

WHO BF Definitions: (refer to MCH Practice Guidelines for definitions)
- exclusively
- predominately
- partially
- artificially

This BF data is collected at the following KAS consultations:

- Home Visit
- 2 weeks
- 4 months (3 months & 4 months)
- 8 months (6 months & 8 months)
- 12 months

NOTE: data entered on the Home Visit, 2 weeks, 4 months, 8 months and 12 months KAS Screens on MACHS does not transfer to the front screen.

Other BF data
Continues to be collected at discharge, 2 weeks, 3 months and 6 months
This data is collected on the front screen of MACHS and refers to the previous definitions.
3. BRIGANCE

Brigance assessment completed  YES/NO
Referral  YES/NO

- This data is collected at the 4 months, 8 months, 12 months, 18 months, 2 years and 3.5 years KAS Consultations.
- If the Brigance Screen is not completed at the KAS consultation, leave these data collections blank.

When child returns for Brigance Screening
(i) Record the consultation as an additional consultation.
(ii) Click back to the last KAS consultation (when PEDS completed)
   And data record – Brigance assessment completed  YES/NO
   Referral  YES/NO

(ii) In the nursing notes record:
- Brigance score in relation to the cut-off score.
- Areas of concern. and
- Referral details

Occasionally the PEDS Pathway recorded identifies the need for a Brigance Screen but this screen is not completed. This could be due to:
- Following discussion between parent and nurse the child’s development is within normal expectations.
- Child does not return for follow up appointment to have Brigance completed. (the expectation is that the nurse will follow this up and make another appointment)

NOTE:
- Children unable to complete a Brigance- an incomplete data sheet is attached to the nurses referral (remember that a non-completed Brigance data sheet is a very powerful referral tool)
- Children already under early intervention services. Brigance allows us to explore all areas of child development. If a child is already linked to other services these services may not be meeting the needs of the child in all areas

4. FAMILY HEALTH AND WELLBEING

Family Health and Wellbeing reviewed  YES/NO

- Recognising the importance Family Health and Wellbeing has on the outcomes for children.
- Any information or discussion relating to Family Health and Wellbeing is recorded in the notes.
- Any referrals, counselling, recommended contacts are recorded in appropriate screens.
5. FAMILY VIOLENCE

Family Violence assessment completed    YES/NO
Safety Plan completed                                YES/NO
Referral                                                        YES/NO

**Family Violence assessment completed**
- Answering YES or NO provides the number of assessments completed.
- This provides no information about this assessment.
- The actual response to the Family Violence Assessment is completed in the notes.
- All discussions, recommendations and referrals are recorded in the notes.
- Referral and counselling details are also recorded in the mother counselling & referrals screen.
- The yes/no response must be completed at the 4 week KAS consultation.
- These questions appear on all the KAS consultations, allowing data collection if Family Violence presents.
- These questions do not have to be asked at any other KAS consultation.
- These questions can be left blank at all KAS consultations – apart from 4 week KAS consultation

**IF Family Violence assessment completed is answered ‘NO’ at the 4 week KAS consultation:**
- Notes need to support why Family Violence assessment not completed.
- Can be asked at subsequent KAS consultations.

**Safety Plan**
- refer to definition in CRAF Training
- note- unlikely to be in written format

6. FULL PHYSICAL ASSESSMENT

Full Physical Assessment completed (includes developmental assessment) at 2 weeks & 8 weeks KAS Consultations YES/NO
Full Physical Assessment completed (8 month KAS consultation) YES/NO

- Full Physical Assessment includes developmental assessment at 2 weeks and 8 weeks KAS consultations.
- The YES/NO response on the 2 weeks and 8 weeks KAS consultations indicates whether the Full Physical Assessment (including the developmental assessment) has been completed.
- The YES/NO response on the 8 month KAS screen indicates whether the Full Physical Assessment has been completed (NOTE - does not include the developmental assessment)
- Any concerns, recommendations, referrals need to be clearly written in the notes
- Referrals, counselling also need to be appropriately data recorded in
  Mother Counselling & Referrals Screen
  and/or Child Counselling & Referral Screen
- Refer to MCH Practice Guidelines 2009 for details of these assessments.
- Note that hips and gait are recorded separately.

7. GROWTH

Referring to the NHMRC guidelines and the MCH Key Ages and Stages Framework the growth of the child needs to be measured using the following parameters and frequency.

NOTE- this is the minimum requirement and the MCH nurse can use clinical judgement to determine if further assessments are needed.

Current data recording options:
- weight 2w, 4w, 8w, 4 m, 8m, 12m, 18m, 2 years, 3.5years
- length 2w, 4w, 8w, 4 m, 8m, 12m, 18m, 2years, 3.5years
- head 2w, 4w, 8w, 4 m, 8m, 12m, 18m, 2years, 3.5years

MCH PRACTICE GUIDELINES (KAS Framework)
- weight 2w, 4w, 8w, 4m, 8m, 12m, 18m, 2years, 3.5years
- length 2w, 4w, 8w, 8m, 12m, 18m, 2 years, 3.5years
- head 2w, 4w, 8w, 8m

8. HIPS

Hips assessment YES/NO
At 2 weeks, 4 weeks, 8 weeks, 4 months, 8 months, 12 months KAS consultations

Hips/Gait assessment YES/NO
At 18 months, 2 years and 3.5years KAS consultations

Referral YES/NO
At all KAS consultations (except the home visit)

- Note information relating to counselling and referral needs to be recorded on the Childs Counselling and Referral Screen
- If assessment answered “NO” – history notes need to support why. For example-infant in harness, infant distressed.
- Data recording ‘YES’ only indicates that hips/gait were assessed.
- Notes will record result of this assessment and any recommendations, referrals.
- For assessment details refer to educational module on DDH (Royal Children’s Hospital Melbourne)
- Remember- DDH diagnosis needs to be recorded on the Congenital Register.
9. IMMUNISATION

Immunisation    Discussed/Reviewed   YES/NO
Presently on MACHS KAS Screens- 4 weeks, 8 weeks, 12 months, 3.5 years

Note- Referred to at all KAS consultations in MCH Practice Guidelines
• Will eventually be on all KAS consultations.
• Prompts a discussion and review of the immunisation status of the child.
• Clicking on YES/NO indicates whether immunisations were discussed/ reviewed.
• Notes will provide the details of this discussion/review.

10. KINDERGARTEN

Enrolment discussed        YES/NO

• This is a prompt question to remind parents of the value of kindergarten and local
  enrolment procedures
• Answering yes/no only indicates whether this discussion occurred.
• Notes will provide details of this discussion

11. MATERNAL HEALTH & WELLBEING

Maternal Health and Wellbeing assessment    YES/NO
Maternal Health and Wellbeing referral          YES/NO

• The Maternal Health and Wellbeing Assessment is completed at the four week KAS
  consultation.
• Refer to the MCH Practice Guidelines for all details relating to this assessment.
• This assessment includes physical and emotional.
• Responses to the emotional questions need to be recorded in notes
• Answering YES/NO to Maternal Health and Wellbeing assessment only
  provides data indicating whether the assessment was completed.
• Notes will provide details of this assessment

Recording YES to Maternal Health and Wellbeing referral
• Only provides data that a referral was made.
• Notes will provide details of this referral.
• Referral and counselling details need to be recorded on the ‘Maternal Counselling &
  Referrals Screen’

Recording NO to Maternal Health and Wellbeing assessment at 4 weeks KAS
consultation.
• notes need to support why.
EPDS completed YES/NO

- The EPDS is not required to be completed.
- If an EPDS is completed it must follow as a secondary screen from the emotional wellbeing questions included in the Maternal Health and Wellbeing assessment (refer MCH Practice Guidelines)
- EPDS score- only recorded if completed

12. MIST

Result (P)assed or (F)ailed-Refer
Test Date
- Data collected at the 3.5 year KAS consultation
- Record P for pass and F for failed
- If child has failed, write in notes.
- If child has failed also record within the Child Counselling & Referrals screen. When recording the type of referral- click on ‘MIST failed’.
- NOTE – annual report MIST data is collated from the completed ‘Test Date’ screen in MACHS.

13. ORAL HEALTH

Assessment completed YES/NO
Referral YES/NO

- These data questions appear on the 8 months, 18 months and 3.5 years KAS consultations
- Recording YES/NO to ‘Assessment completed’ provides the number of assessments completed.
- Refer to the MCH Practice Guidelines for the details of what this assessment entails.
- Notes will provide the details of recommendations and referrals made.
- If No answered, notes need to support why this Oral Health Assessment was not completed.
- Recording ‘Referral YES/NO’ indicates a referral has been made and details will be supported in the notes.
- NOTE- referrals should also be recorded in the Childs Counselling & Referrals Screen
14. PEDS

**PEDS assessment completed** YES/NO

- To be recorded at all KAS consultations from 4 months onwards
- For a ‘no’ response- notes need to support why the PEDS was not completed
- This recording offers data on how many PEDS have been completed

**Path A B C D E**

- NOTE that the PEDS Interpretation/Score form is not kept as a hard copy by the MCH Service.
- The score from the PEDS Interpretation/Score form is recorded as Path- A B C D E
- NOTE that the PEDS Response form stays with the parent/guardian.

**Information from the PEDS Response form is transferred onto the KAS data screen by answering YES/NO to each of the following concerns:**

**Global/Cognitive**
**Expressive Language**
**Articulation**
**Receptive Language**
**Fine Motor**
**Gross Motor**
**Behavioural**
**Social/ Emotional**
**Self Help**
**School**
**Other**

- details relating to areas raised in PEDS are recorded in the notes.
- Notes would include areas of concern, advise, recommendations and referrals
- Appointment to complete the secondary Screen Brigance (if indicated) needs to be recorded in the notes
- The MCH nurse cannot alter the PEDS pathway determined from parental completion of the PEDS
- Notes would also include any discussions that followed PEDS that altered the action required from the PEDS pathway.
  
  Eg, Pathway A- following discussion about the normal developmental expectations for Jacob at 18months, mum was no longer concerned about speech, therefore a secondary screen not completed.
  Eg. Pathway E- following observation and discussion with mum, permission was given to complete a Brigance Screen to further explore the concerns noted at the consultation. These concerns observed by MCH nurse were -

……………………………………….
15. QUIT

Have you smoked within the past 12 months?  YES/NO
Are you currently smoking?  YES/NO
Does your partner or any other member of the household smoke?  YES/NO

Quit Intervention offered  YES/NO
Referral  YES/NO

- These 5 questions need to be recorded YES or NO at the KAS home visit
- Notes will provide intervention and referral details.
- Referral and counselling details need to be recorded on the ‘Maternal Counselling & Referrals Screen’

16. RAISING CHILDREN NETWORK

Have parents received the DVD?  YES/NO
Information given regarding ordering DVD.  YES/NO

- These two questions are asked at the MCH KAS home visit.
- Refer to MCH Practice Guidelines
- YES to first question, answer second question NO.

17. SLEEP

Intervention available at the 8 month KAS consultation.

Is the baby’s sleeping a concern  YES/NO

If answered yes to this question then the following questions need to be answered YES/NO

- Does the parent want help, IF YES - Intervention offered:
  - Controlled comforting
18. SUDI

Safe Sleeping Checklist completed    YES/NO

• Completed at the KAS Home Visit
• Refer to MCH Practice Guidelines
• YES or NO response needs to be recorded
• Answering this YES/NO only indicates whether this checklist was completed
• Notes will provide the details of the findings and recommendations from this checklist.
• A ‘NO’ response needs to be explained in the notes.

Safe Sleeping Checklist completed/ Follow-up    YES/NO

• Can be completed at any KAS consultation from 2 weeks until 12 months (inclusively).
• If not discussed- can be left blank at the 2 weeks, 4 weeks, 4 months, 8 months and 12 months KAS consultations
• A YES or NO response must be data recorded at the 8 weeks KAS consultation.
• Refer to MCH Practice Guidelines.
• A ‘NO’ response at the 8 weeks KAS consultation needs to be explained in the notes.
19. VIHSP

- completed at the 2 weeks and 8 months KAS consultations

20. YOUNG READERS PROGRAM

**Gift voucher or book bag given**

- YES/NO

  - This data is recorded on the 4 months KAS consultation screen.
  - Note from March 2010 all Local Government Areas will receive the Rhyme Time DVD to give out at the 4 month KAS consultation.
  - This question will determine who has received the Rhyme Time DVD

**Young Readers book given**

- YES/NO

  - This data is recorded on the 2 years KAS consultation screen
  - This will provide the numbers of books received at the 2 year KAS consultation.