



Department
of Health &
Social Care



Implementation Guidance Fundamental Standard for Overseas Visitor Charging Category

DCB3017 Amd 72/2017

Implementation Guidance

Fundamental Standard for Overseas Visitor Charging Category

Version number: 1.0

First published: 12 April 2018

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Classification: OFFICIAL

Data Coordination Board

This information standard (DCB3017) has been approved for publication by the Department of Health and Social Care under [section 250 of the Health and Social Care Act 2012](#).

Assurance that this information standard meets the requirements of the Act and is appropriate for the use specified in the specification document has been provided by the Data Coordination Board (DCB), a sub-group of the Digital Delivery Board.

This information standard comprises the following documents:

- Requirements Specification
- Implementation Guidance.

An Information Standards Notice (DCB3017 Amd 72/2017) has been issued as a notification of use and implementation timescales. Please read this alongside the documents for the standard.

The controlled versions of these documents can be found on the [NHS Digital website](#). Any copies held outside of that area, in whatever format (e.g. paper, email attachment), are considered to have passed out of control and should be checked for currency and validity.

Date of publication: 12 April 2018.

Contents

Glossary of terms	4
1 Scope	5
2 Consultation	5
3 Implementation	6
3.1 Implementation timeline.....	7
3.2 Best Practice for Commissioning Data Sets (CDS)	8
3.3 Best Practice for recording on Summary Care Record application (SCRa)...	8
4 Training and support.....	9

Glossary of terms

Acronym	Term	Definition
OVCC	Overseas Visitor Charging Category	Overseas Visitor Charging Category is the attribute that can be set for a patient using NHS services. The categories can apply to those patients who are visiting the UK, as well as anyone who is Ordinarily Resident in the UK including EEA nationals and non-EEA visa nationals who have paid the Immigration Health Surcharge. The category supports the identification, charging and recovery of costs from those patients who are not entitled to use the NHS for free.
OVSC	Overseas Visitor Status Classification	Overseas Visitor Status Classification is the attribute set to be replaced by OVCC in the next iteration of Commissioning Data Sets. This represents a change in categories.
OVM	Overseas Visitor Manager	Trust member of staff responsible for assessing chargeable status of patients.
DHSC	Department of Health and Social Care	A Ministerial Department responsible for government policy on health and adult social care matters.
NHSD	NHS Digital	An executive non-departmental public body of DHSC, this is the national provider of information, data and IT systems for commissioners, analysts and clinicians in health and social care.
HO	Home Office	A Ministerial Department responsible for immigration, security and law and order.
IHS	Immigration Health Surcharge	Non-EEA visa nationals who apply for leave to enter or remain in the UK for more than six months, in most immigration categories pay the 'Immigration Health Surcharge' as part of their visa application process, unless an exemption applies, with the income going to the NHS.
ECDS	Emergency Care Data Set	A national data set for urgent and emergency care.
CDS	Commissioning Data Sets	A group of national data sets containing details of all the secondary care.
SCRa	Summary Care Record application	The SCRa is an electronic record of important patient information, created from GP medical records. It can be seen and used by authorised staff in other areas of the health and care system involved in the patient's direct care.
RBAC	Role Based Access Control	The level of access staff have to data can be controlled and varied dependent on their specific role and authorisation level for that data.
FCE	Full Consultant Episode	A Consultant Episode (Hospital Provider) is the time a patient spends in the continuous care of one consultant using Hospital Site or Care Home bed(s) of one Health Care Provider or, in the case of shared care, in the care of two or more consultants.

Introduction

The approach to implementation of this Fundamental Standard is expected to be consistent across all organisations. This document sets out how the standard is to be implemented.

1 Scope

This is a Fundamental Standard that defines values for recording the Overseas Visitor Charging Category (OVCC) of all patients/service users across all health services with responsibilities for care in England in all service areas where it may be relevant and necessary to record this data. In settings and circumstances where data set owners and health organisations decide to record patient/service user OVCC, the data should be recorded as per this standard. If the record does not capture in this way, it must be able to be matched to produce the outputs required. The scope applies to secondary care but may be used more widely by other NHS providers, including primary care providers and non-NHS providers of NHS care. (eg if a GP practice wanted to report patients encountered with a European Health Insurance Card (EHIC), this is how they could do so by implementing the categories in their system).

The scope of this standard is in line with Department of Health and Social Care (DHSC) policy and is supported by the regulations¹ and accompanying guidance².

2 Consultation

The DHSC Visitors and Migrants Cost Recovery Programme held consultations in line with previous publications in 2014³ (Summary: “Consultation on charging migrants and overseas visitors to use NHS and how better to identify patients who should be charged.”) and 2017⁴ (Summary: “Seeks views on proposed changes to further extend charging for overseas visitors and migrants who use the NHS.”).

Consultation with data set owners who currently collect OVCC and/or Overseas Visitor Status Classification (OVSC) values (Emergency Care Data Set (ECDS) and Commissioning Data Sets (CDS)) took place in late 2017. This consultation led to the need for updating of both ECDS and CDS in their next iteration. This change will be to use the new updated OVCC field categories outlined in section 3.

As this standard does not mandate recording of OVCC but rather the format of data (should it be recorded), this found that data set owners had limited implementation requirements, and these changes could be made in line with other planned updates.

¹ http://www.legislation.gov.uk/ukxi/2017/756/pdfs/ukxi_20170756_en.pdf

² <https://www.gov.uk/government/publications/guidance-on-overseas-visitors-hospital-charging-regulations>

³ <https://www.gov.uk/government/consultations/migrants-and-overseas-visitors-use-of-the-nhs>

⁴ <https://www.gov.uk/government/consultations/overseas-visitors-and-migrants-extending-charges-for-nhs-services>

3 Implementation

The standard outlines how users will map recorded OVCC values to the standard, rather than by which method they need to record it; it describes the input rather than the output. In settings and circumstances where data set owners and health organisations decide to record patient/service user OVCC, the data should be recorded as per this standard.

The implementation of this information standard will ensure that where it is recorded, the OVCC of a patient is stored under consistent categories. For any necessary changes to IT systems Trusts will need to work with suppliers as part of broader system updates relating to legal requirements set out in the NHS (Charges to Overseas Visitors) (Amendment) Regulations 2017⁵.

Consultation around the implementation of this standard deemed that an additional charging category is necessary to allow for the recording of “Decision Pending” and “Not Known” as separate and relevant categories. This standard revises and expands the OVCC attribute into eight categories:

- A - Standard NHS-funded Patient
- B - Immigration Health Surcharge payee
- C - Charge-exempt Overseas Visitor (European Economic Area)
- D - Chargeable European Economic Area Patient
- E - Charge-exempt Overseas Visitor (non-European Economic Area)
- F - Chargeable non-European Economic Area Patient
- P - Decision Pending
- 9 - Not Known

The standard does not flow information as this will simply be a reference file of OVCC visible on local systems and NHS Trust systems (including for monitoring patients). Each of the charging categories listed (A-F, P and 9) above should be useable in systems and recorded as such. These categories should also be used if transcribing onto Summary Care Record application (SCRa) as described in section 3.3.

Data may become more sensitive as a result of recording OVCC, so organisations should review their internal Privacy Impact Assessments (PIA) and associated action plans and guidance.

Based on consultation, we recommend the following for implementation:

- When data is recorded it must be recorded using the categories as listed above (A-F, P and 9). OVMs’ methods of assessing visitor charging category (such as visa details, SCRa status, etc.) are not subject to this standard. Guidance on how to assess OVCC is available⁶.

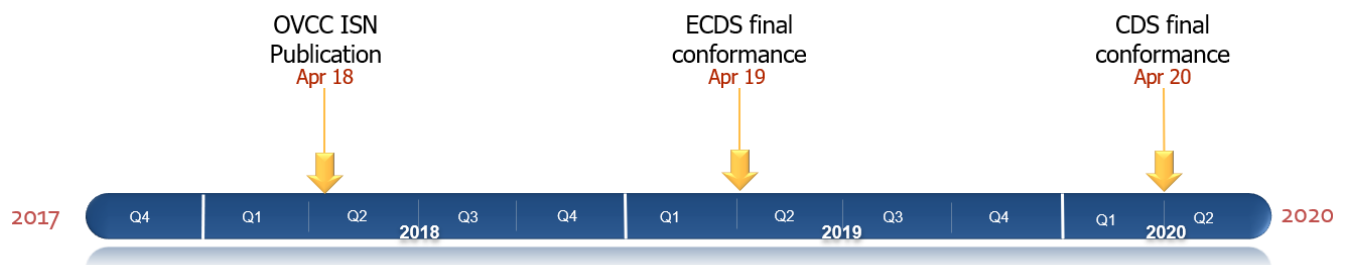
⁵ http://www.legislation.gov.uk/ukxi/2017/756/pdfs/ukxiem_20170756_en.pdf

⁶ <https://www.gov.uk/government/publications/guidance-on-overseas-visitors-hospital-charging-regulations>

- Organisations should implement any necessary changes to local systems as part of broader system updates. This will allow Trusts to conform to the mandate set out in the regulations⁷. Consultation found that organisations implementing OVCC monitoring will incorporate the cost of implementation into existing data recording requirements and make necessary changes to local systems when other systems updates are due, therefore reducing the costs of implementation.
- Health organisations must review their role-based access arrangements in light of recording this personally-identifiable sensitive data in the relevant settings.
- Providers will be aware of the General Data Protection Regulation that commences on 25th May 2018. Consequently, providers will need to carry out a further review of their basis for processing this data before that time to ensure compliance with that Regulation.
- When designing local systems to record this information the NHS Data Model and Dictionary suggests the OVCC field should be related to the patient and not directly to a specific spell or “Full Care Episode” (FCE). This will prevent the need to re-key information for chronic patients.

3.1 Implementation timeline

Diagram to show anticipated conformance timelines for updated data sets with this OVCC standard in line with CDS and ECDS uplift.



This indicates that Trusts must conform to the OVCC standard in local systems by the April 2020 conformance date currently anticipated.

Trusts must conform to the OVCC standard and use it for ECDS at the end of the conformance period set out by the ECDS team during the release of the next ECDS iteration, version 2.0. It is anticipated the ECDS standard will be uplifted by September 2018 with a conformance date of 1/4/2019

Trusts must conform to the OVCC standard and use it for CDS by the end of the conformance period set out by the CDS team during the release of the next CDS iteration, version 6.3.

⁷ http://www.legislation.gov.uk/ukxi/2017/756/pdfs/ukxiem_20170756_en.pdf

3.2 Best Practice for Commissioning Data Sets (CDS)

In interest of clarity the implementation of this standard is not to be confused with the separate mandatory requirements of the CDS.

Overseas Visitor Status Classification (OVSC)⁸ and its four categories, are mandated for use by the CDS, this is a separate and unrelated data attribute and should not be confused with OVCC. The two attributes (OVSC and OVCC) must not be mapped together as there are no accurate mapping possibilities. The OVSC data attribute is still a requirement of the CDS hence must continue to be recorded separately.

Trusts will need to work with suppliers to implement any necessary changes to IT systems required to accommodate the new attribute (OVCC) as well as the old attribute (OVSC). Trusts will need to work with suppliers as part of broader system updates relating to legal requirements set out in the NHS (Charges to Overseas Visitors) (Amendment) Regulations 2017⁹. The two attributes (OVSC and OVCC) must be maintained and recorded separately for reporting to the various data sets that require this information.

There are plans to uplift CDS to include the new OVCC attribute (replacing the old OVSC attribute) in 2019, with an implementation period leading into 2020, at which time the OVSC will cease to be in use. Until this time the two attributes must be maintained and recorded separately.

3.3 Best Practice for recording on Summary Care Record application (SCRa)

Chargeable status information is visible through Role Based Access Control (RBAC) B0259 (Read and add supporting information to OVCC field) via SCRa and is used by the majority of OVMs in their daily routine work in assessing OVCC. SCRa was available for use by OVMs from 6/4/15 as communicated through OVM forum and through official DHSC documentation. Through RBAC B0266 (Amend OVCC status), OVMs can update a patient record, including the chargeable status where they encounter a chargeable patient who is not an Immigration Health Surcharge (IHS) payee. Increasing the number of populated chargeable status fields within SCRa (being a national application) will benefit all OVMs as the information that one OVM collects on a patient can be made available to other OVMs within the NHS.

All OVMs who have completed the mandatory e-learning (details below in training section) will be granted Role Based Access Control (RBAC) B0266. Once RBAC is deemed appropriate and necessary individuals can contact their Trust's Registration Authority Manager to have their smartcard permissions updated¹⁰.

⁸

http://www.datadictionary.nhs.uk/data_dictionary/attributes/o/out/overseas_visitor_status_classification_de.asp?s_hownav=0

⁹ http://www.legislation.gov.uk/ukxi/2017/756/pdfs/ukxiem_20170756_en.pdf

¹⁰ <https://digital.nhs.uk/article/1225/Care-Identity-Service-guidance-leaflets>

As well as recording information such as EHC and S1/S2 details, OVMs can indicate one of the above chargeable status categories (A-F, P and 9) by selecting the equivalent applicable status displayed on the OVM tab on SCRa (detailed below).

OVCC Category	SCRa Category
A - Standard NHS-funded Patient	A - Standard NHS-funded Patient
B - Immigration Health Surcharge payee	B - Immigration Health Surcharge payee
C - Charge-exempt Overseas Visitor (European Economic Area)	C - Charge-exempt Overseas Visitor (European Economic Area)
D - Chargeable European Economic Area Patient	D - Chargeable European Economic Area Patient
E - Charge-exempt Overseas Visitor (non-European Economic Area)	E - Charge-exempt Overseas Visitor (non-European Economic Area)
F - Chargeable non-European Economic Area Patient	F - Chargeable non-European Economic Area Patient
P - Decision Pending	Decision Pending
9 – Not Known	“None” status

The chargeable status of a patient displayed in colour coded banner text to a user of the SCRa takes the information provided by the Home Office (weekly import of IHS payees and immigration status) and/or an OVM (manual input resulting from interview and consultation with patients). Note therefore that the explicit display of chargeable status (whether chargeable or not) will only apply for overseas patients identified by the Home Office and/or for patients who have been subject to an OVM assessment and/or via another source, for example, EHC holders registering in primary care. This status banner is provided as an indication of likelihood a patient may be chargeable, OVMs can therefore use it as a guide on who to prioritise to investigate further.

4 Training and support

Training requirements follow that of DHSC requirements to be granted RBAC access¹¹. This e-learning course must be completed by all OVMs recording OVCC to comply with this standard.

Training can be found: <https://www.e-lfh.org.uk/programmes/overseas-visitors-cost-recovery/>

Any training costs should be incorporated into the routine costs of updating, monitoring and performance testing systems.

This training will give OVMs the ability to make amendments on SCRa. Should OVMs use the amendment function, this will allow effective sharing of intelligence between Trusts reducing the burden of identifying chargeable patients.

¹¹ <https://www.e-lfh.org.uk/programmes/overseas-visitors-cost-recovery/> and <https://www.gov.uk/government/collections/nhs-visitor-and-migrant-cost-recovery-programme>

Useful contacts for NHS overseas visitor managers

To support implementation of this standard, the DHSC has established an OVM user group, hosted on “DH eXchange” which can offer a discussion forum to support OVMs with changes caused by this standard following publication. The group membership consists of members of the OVM profession from Trusts and the DHSC policy team.

The OVM user group can liaise, when necessary, with representatives from the OVCC team at NHSD and DHSC to facilitate engagement with the programme representatives.

To join the group, OVMs can contact nhscostrerecovery@dh.gsi.gov.uk with their request.