



Department  
of Health &  
Social Care



**Digital**

# **Requirements Specification Fundamental Standard for Overseas Visitor Charging Category**

DCB3017 Amd 72/2017

## Requirements specification

### Fundamental Standard for Overseas Visitor Charging Category

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# 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.

## 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.

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# 1 Introduction

## 1.1 Background

In 2013 the Department of Health and Social Care (DHSC) launched a public consultation on the existing charging arrangements for overseas visitors and migrants for their use of the NHS. As a result of this consultation significant changes have been made to how overseas visitors and migrants to the UK are identified and charged for their healthcare.

Furthermore, an Immigration Health Surcharge (IHS) was introduced on 6 April 2015 under the provisions of the Immigration Act 2014 and the Immigration (Health Charge) Order 2015. From 6 April 2015, nationals of countries outside the European Economic Area (EEA) who apply for leave to enter or remain in the UK for more than six months (unless an exemption applies), in most immigration categories pay the 'Immigration Health Surcharge', with the income going to the NHS.

An intrinsic requirement to support the DHSC Cost Recovery programme is to provide an indication on Spine of whether or not a patient may be chargeable for NHS care. In support of this aim NHS Digital (NHSD) has implemented functionality to provide such an indication via the Summary Care Record application (SCRa) for patients including those patients who have been identified as having paid the IHS, those exempt from paying or those who may be chargeable for NHS care.

This information standard specifies the format any data that is recorded by Overseas Visitor Managers (OVMs) is recorded in. This, in line with the existing legal mandate<sup>1</sup>, aims to increase the use of SCRa by OVMs to record Overseas Visitor Charging Category (OVCC) and in turn aid in NHS cost recovery.

## 1.2 Current Landscape

OVMs currently collect the data field for Overseas Visitor Status Classification (OVSC) for Commissioning Data Sets (CDS) and the Overseas Visitor Charging Category (OVCC) for Emergency Care Data Set (ECDS). Both of these data fields relate to information collected about overseas visitors who wish to use NHS services in England.

Both OVSC and OVCC are currently required for collection, however OVCC is set to replace OVSC. The next iteration of CDS (version 6.3) will record overseas visitor information using the OVCC data field instead of OVSC used at present. The next iteration of CDS is anticipated for publication towards the end of 2018 financial year.

This fundamental standard clarifies the need for a change to the current OVCC data field. The OVCC field currently does not differentiate between Decision Pending and Not Known therefore a change has been made, set out in this standard, which will

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<sup>1</sup> [http://www.legislation.gov.uk/ukxi/2017/756/pdfs/ukxiem\\_20170756\\_en.pdf](http://www.legislation.gov.uk/ukxi/2017/756/pdfs/ukxiem_20170756_en.pdf)

also be implemented in the next iteration of ECDS anticipated for release between April and October 2018.

Final conformance for this standard will therefore have two separate dates, for ECDS (anticipated September 2019) and for CDS (anticipated April 2020). Both will use the updated field categories set out in this standard for OVCC.

### 1.3 Purpose of Document

The purpose of this document is to specify the necessary format in which to record Overseas Visitor Charging Category (OVCC). The scope is to include requirements for all involved parties specifying training, system updates, data entry and privacy policy.

The scope of this specification is limited to where data must be recorded and in what format the data must be recorded. It does not cover how the data should be obtained. Guidance on how to apply the charging regulations is available from the DHSC website<sup>2</sup>.

The requirements in section [3.1](#) include recommendations for the implementation of Chargeable Status display in a patient administration system (PAS).

The requirements in section [3.2](#) include recommendations for the implementation of Chargeable Status display in SCRA.

## 2 Requirements

#	Requirement <sup>3</sup>
1	IT systems: where this data is recorded, IT systems MUST be adapted to record (including adding and amending) the Overseas Visitor Charging Category code as set out in section 3. (A-F, Decision Pending and Not Known).
2	Health organisations: where this data is received, health organisations MUST provide adequate training for all staff involved in recording of this data.
3	Health organisations: where this data is recorded, health organisations MAY wish to create briefing documents for staff and patients/service users explaining why recording overseas visitor charging category is necessary.
4	Data set owners MUST be receptive of changes to data sets that may be impacted by this Fundamental Standard. Section 1.2 sets out differences between existing data collections.
5	Organisations MUST review their internal Privacy Impact Assessments (PIA) and associated action plans and guidance.

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

<sup>3</sup> The key words MUST, SHOULD and MAY are defined here: <http://www.rfc-base.org/rfc-2119.html>

## 2.1 Conformance Criteria

#	Criteria
1	All OVM staff were trained in OVCC recording using the online e-learning (gained RBAC B0266) to the satisfaction of the OVM before go live, and where not justification is recorded.
2	Organisations MUST have considered creating briefing documents for staff and other service users to explain why OVS is being recorded. The decision and reason for chosen action must be recorded.
3	All impacts of the standard on existing local data sets were assessed by the OVM and any new requirements implemented by April 2020.
4	All staff role based access arrangements were reviewed before go live, and where not, justification was recorded.
5	All Privacy Impact Assessments (PIA) and associated action plans and guidance were reviewed, and any amendments reported to the relevant organisation Caldicott Guardian before the first data collection.

## 3 Values Tables

Where OVCC is recorded is not the subject of this standard. This standard specifies that when it is recorded, it must be recorded using the specific categories outlined in section 3 of the Implementation Guidance. Below are recommendations for the implementation of this standard using specific IT systems.

### 3.1 PAS Systems and Data Sets (Excluding CDS)

Code Item	Charging Category
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

### 3.2 SCRa Transcription

Code Item	Charging Category
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
-	Decision Pending
-	None