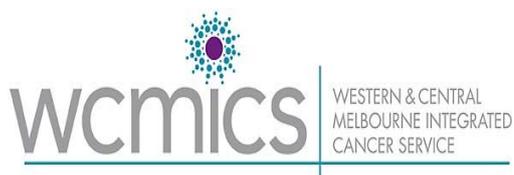


Victorian Consensus Data Set Project Scope

Version 1.0

2010



Western & Central Melbourne Integrated Cancer Service and Cancer Council Victoria jointly fund the Victorian Consensus Data Sets Project.

Document History

The VCDS Governance Committee approved this document on 28 July 2010.

Modified date	Modification	Modified by
28 July 2010	Document authorised for public release by VCDS Governance Committee	Christine Moje

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www.cancervic.org.au/about-our-research/victorian_cancer_registry/vcgs-project/

PROJECT OVERVIEW

The issues around data and information management in cancer care are complex and an ongoing source of frustration for many involved in trying to improve cancer care in Victoria. A key reason is that most care providers in Victoria regard the data elements within the existing national cancer standards as insufficient in supporting their data needs.

A positive step towards a solution is to develop agreed data definitions and data standards for Victorian tumour streams, based on the data needs of cancer care providers.

Data standards enhance the quality of data, ensuring its consistency and comparability. Agreed data standards are integral to the data development process and should be maintained throughout the life of the data set to ensure that the data will remain fit for purpose, consistent and comparable.

The cost of not creating data standards is high: loss of information as a result of staff changes, data redundancy, data conflicts, liability, misapplications, and decisions based on poorly documented data can all be minimised if data standards are maintained.

The Victorian Consensus Data Sets (VCDS) Project aims to identify and establish Consensus Data Sets (CDS) for all 10 tumour streams recommended by the Victorian Department of Health in response to ongoing needs in the cancer area. It is notable that the VCDS are not promoted as *minimal* data sets, but as *consensus* data sets. Local jurisdictions may be expected to use subsets of the items in the data sets, but it would be expected the definitions of the terms employed would be as defined in the VCDS.

The VCDS development aims to reflect, not drive, current practice. The VCDS project will ensure best fit with relevant national agendas and activities. National and international standards will be applied where possible. Existing candidate CDS will be incorporated in the development of the Victorian CDS.

PROJECT SCOPE

The scope of the VCDS Project is to:

- Identify and develop Consensus Data Sets (CDS) across all 10 Victorian tumour streams. The Department of Health – Integrated Cancer Services recommend that organ or system specific tumour streams be adopted to reduce variation in care.

The recommended 10 tumour streams cover a range of cancers:

- Breast
 - Central nervous system
 - Colorectal
 - Genitourinary
 - Gynaecology
 - Haematological malignancies
 - Head and neck (including Thyroid)
 - Lung (including Mesothelioma)
 - Skin (Melanoma)
 - Upper gastrointestinal (including pancreas, liver and other associated organs)
- Coordinate the publication of cancer information standards that will support clinical and reporting systems and improve the quality of cancer care in Victoria.
 - To achieve these outcomes, work with key stakeholder organisations such as
 - Victorian Department of Health (formerly Department of Human Services) Cancer Services Framework

- Integrated Cancer Services - ICS (tumour groups and Information Management Group -IMG)
- BioGrid
- cancer community representatives
- Victorian Cooperative Oncology Group (VCOG)
- Victorian Oncology Advisory Group (VOAG)
- Victorian Cancer Registry (VCR).

PROJECT FUNDING

This project will be jointly funded by

- Cancer Council Victoria (CCV) and
- Western and Central Melbourne Integrated Cancer Service (WCMICS).

Funding will be provided for the appointment of the Project Coordinator within the CCV.

PROJECT AUTHORITY

This project will be undertaken under the auspices of a Governance Committee who will be responsible for all governance aspects of the project including the recruiting of staff and the management of priorities in order to satisfy the completion of the project within the terms of the CCV and WCMICS funding.

The committee is expected to comprise:

- Cancer Council Victorian (CCV) Representative & VCDS Project Manager – Philippa Robertson
- Western and Central Melbourne Integrated Cancer Services (WCMICS) Information Manager & Metropolitan Integrated Cancer Services (ICS) Representative – Tamara Shulman
- VCDS Project Coordinator – Christine Moje
- Regional ICS Representative – Rachael Hamilton-Keene
- Health Professional Representative – Professor Bruce Mann
- Health Professional Representative – Dr Clare Scott
- BioGrid – Julie Johns
- Victorian Department of Health Representative – Linda Nolte and Liz Simkiss
- Cancer Voices – TBA
- Victorian Cooperative Oncology Group (VCOG) – Associate Professor Jeremy Millar

PROJECT PLAN

Stage	Description	Timelines	Outputs
1	Advertising for and appointment of Coordinator	July – September 2009	Advertisement for, and appointment of, Coordinator
2	Establishment of the oversight group and related processes. Establishment of the CDS management framework.	October - December 2009	Document describing final structure, function and membership of the oversight group. Document outlining the CDS management framework and processes.
3	Establishment/identification and documentation of the CDS' for all 10 tumour streams.	September 2009 - September 2011	Documented CDS in the established format.
4	Identification of further funding sources for the role and/or an ongoing management vehicle for the established data sets using the CDS management framework.	March - September 2011	Documented sustainability plan for the ongoing management of the established data sets.
5	Post project review	October 2011	Project review document post project completion

PROJECT OUTCOMES

The key performance indicator of this project is the production and publication of consensus data sets informed by ICS tumour groups and VCOG for 10 tumour types:

Breast, Central Nervous System, Colo-rectal, Genitourinary, Gynaecology, Haematology, Head & Neck, Lung, Skin (Melanoma) and Upper Gastrointestinal.

1. Potential users of the CDS will be informed of the project outcomes by distribution of the documents through the VCOG and ICS tumour streams. The documents will be released publicly on the CCV website.
2. In addition, the project will deliver a documented framework for the ongoing management of the data sets including but not limited to:
 - The allowable frequency of proposals for change
 - The process by which changes can be proposed and approved
 - The process by which the standards and approved changes can be publicised to stakeholders

EVALUATION

The key performance indicators for the evaluation of this project are:

1. The production of Consensus Data Sets for 10 tumour streams.
2. The establishment of a framework for the ongoing management of the data standards (comprised of data elements, data definitions and data formats) of these 10 data sets.

The Project Manager is responsible for issuing a final report on the project.