DESDE-LTC

GENERAL GUIDE TO THE USE OF TOOLKIT

Executive Agency for Health and Consumers

PSI · COST ASOCIACIÓN CIENTÍFICA

eDESDE-LTC

DESDE-LTC TOOLKIT

- INSTRUMENT
- CODING SYSTEM
- FORMS AND TEMPLATES
- TRAINING PACKAGE
- WEB PAGE

DESDE-LTC
INSTRUMENT

The '**Description and Evaluation of Services and Directories in Europe for Long Term Care**' (DESDE-LTC) is an instrument for the standardized description and classification of services for Long-Term Care (LTC) in Europe

DESDE-LTC INSTRUMENT

OBJECTIVES

- *Compiling a standard directory of long term care in a particular catchment area.*
- *Recording changes through time in the services of a particular catchment area.*

DESDE-LTC INSTRUMENT

- *Delineating and comparing the **structure** and **offer** of LTC between different catchment areas.*
- *Measuring and comparing the levels of **provision/availability** and **utilisation** of the **Main Types Care** (MTC) between different catchment areas using an international code.*

DESDE-LTC INSTRUMENT

STRUCTURE

- Section A: Introductory questions
- Section B: Coding Long Term Care
- Section C: Counting Long Term Care
- Section D: Service Inventory

SECTION A

- Key words, definitions
- Technical data of the study
- Reference date of data collection
- Location of the area
- Target group
  - Age interval
  - Diagnosis group
- ……

SECTION A

TARGET POPULATION

Adult and elderly frail population (18+) with:

- Severe Physical disabilities (SP)
- Intellectual disabilities (ICD-10) (ID)
- Mental Disorders (ICD-10) (MH)
- Elderly with severe disability (ED)

SECTION A

SERVICE DEFINIITON

- Criteria **‘a’**
- Criteria **‘b**‘ AND 2 criteria from section **‘c’**
- 4 criteria from Section ‘**c**’

a) The service is registered and acknowledged as a legal organization and not as a part of a meso-organization and a separate official register in the Community.

b) To have its own Administrative unit and/or secretary’s office.

c) Complementary criteria:

c.1 To have professional staff specifically for the aims of the service.

c.2 All activities are used by the same users.

c.3 Separate location

c.4 Separate financing and specific accountancy

c.5. Separated documentation when in a meso-organization

SECTION A

DEFINITION OF UNITS OF ANALYSIS

- *Modality of Care* is a main type of intervention (or activity) that can possibly be applied to achieve one of the restricted number of tasks that together comprise the whole range of Long-Term Care. (De Jong, 2000).
- *Clinical units* (or care units). Units of analysis that fulfil some of the criteria but do not fulfil overall criteria for being coded as a service (i.e a unit of eating disorders within an acute psychiatric ward in a General Hospital)
- *Packages of Care*. A cluster or set of integrated care interventions designed for the same group of users

SECTION A

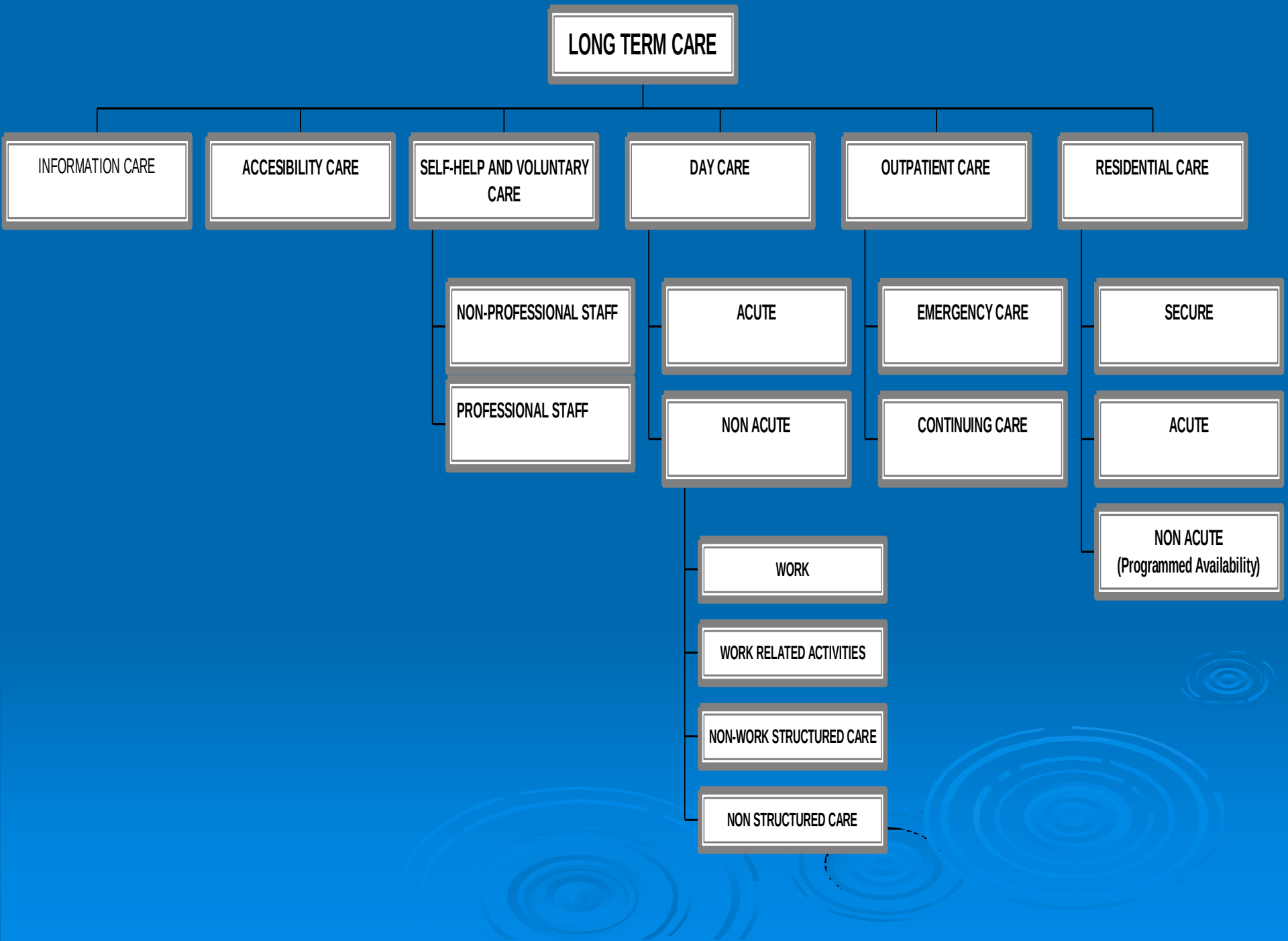
- *Intervention Programmes*: a set of activities programmed within a limited period of time (normally less than 1 year, and no longer than 3 years) without a stable structure in time. In some occasions services develop from programmes which are reedited through the years.
- *Interventions or activities (i*.e. a medical visit)
- *Micro*-activities (i.e. prescription of medication)

SECTION B

Comprehensive categorization of the facilities providing services for users with long term care needs for the local population, classified according to function, availability and setting

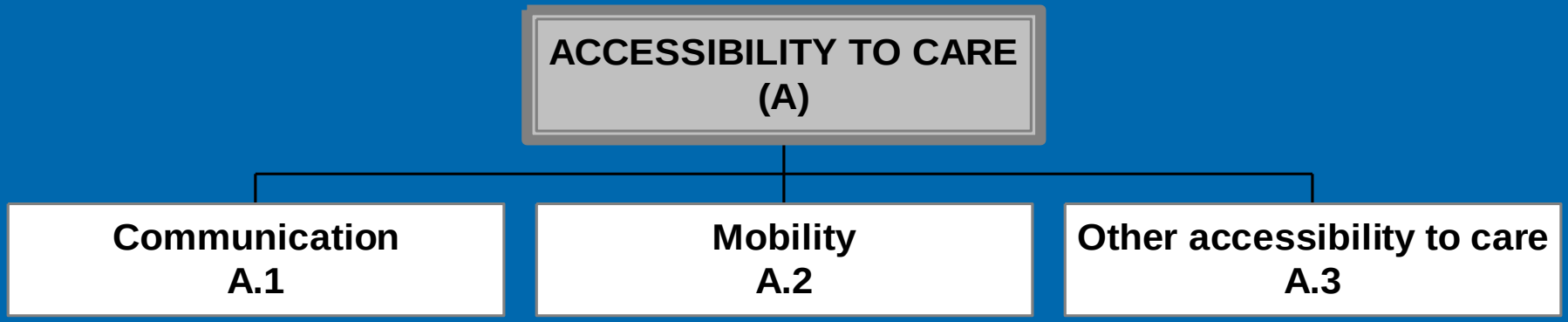
CODING BRANCHES

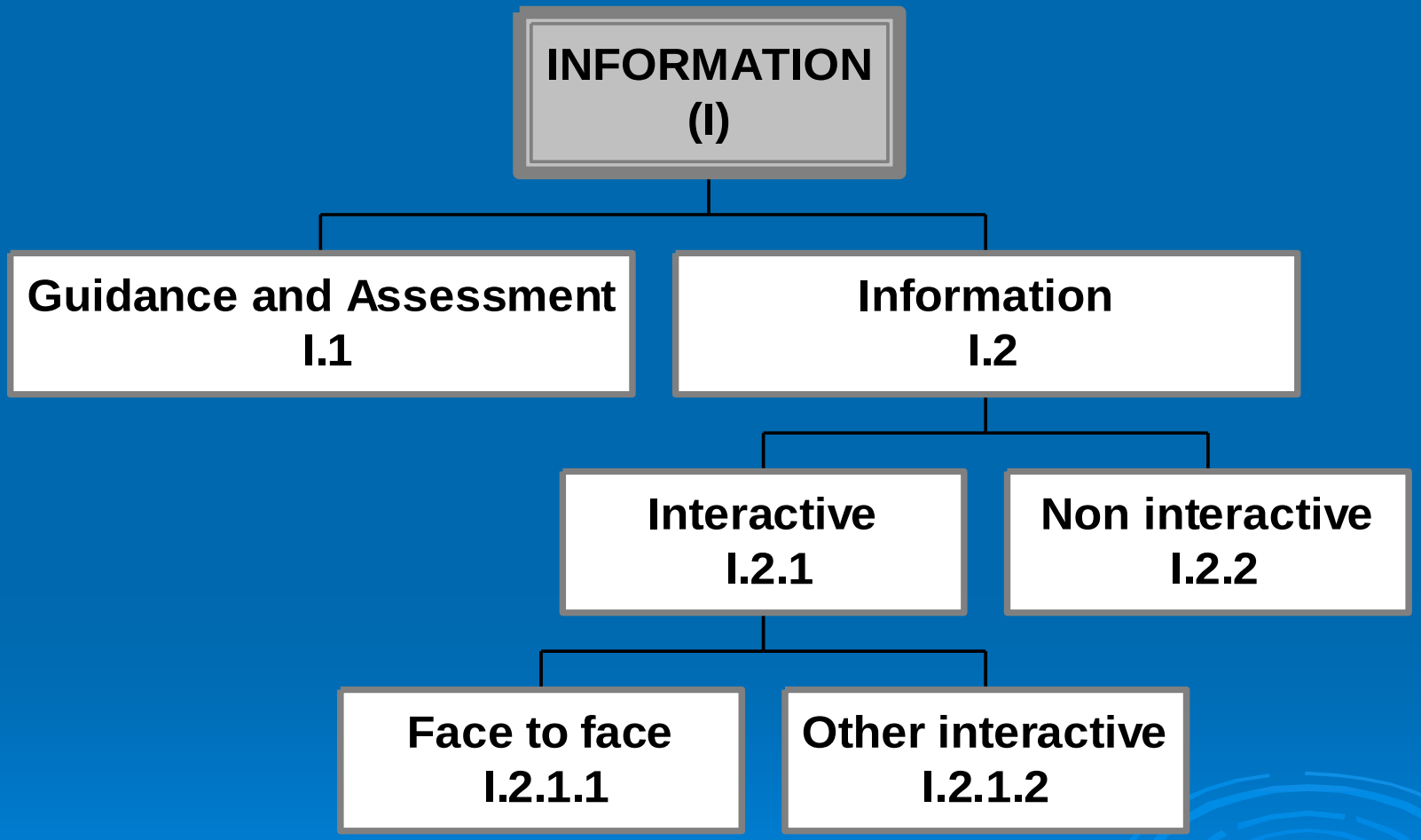
- Accesibility to care
- Information
- Self and voluntary care
- Day care
- Outpatient care
- Residential care

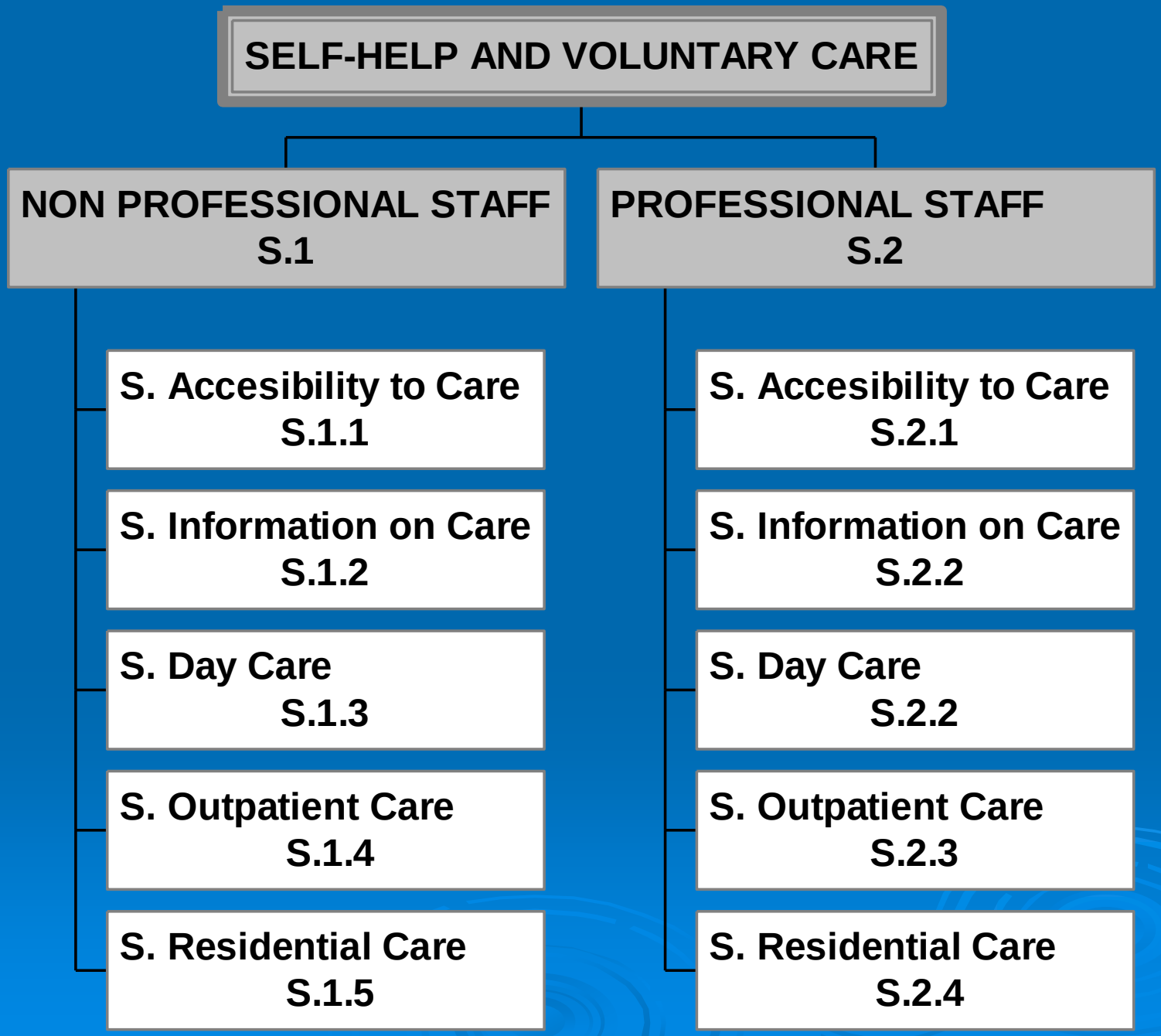

LONG TERM CARE
INFORMATION CARE
ACCESIBILITY CARE
SELF-HELP AND VOLUNTARY CARE
DAY CARE
OUTPATIENT CARE
RESIDENTIAL CARE
NON-PROFESSIONAL STAFF
PROFESSIONAL STAFF
ACUTE
NON ACUTE
EMERGENCY CARE
CONTINUING CARE
SECURE
ACUTE
NON ACUTE (Programmed Availability)
WORK
WORK RELATED ACTIVITIES
NON-WORK STRUCTURED CARE
NON STRUCTURED CARE

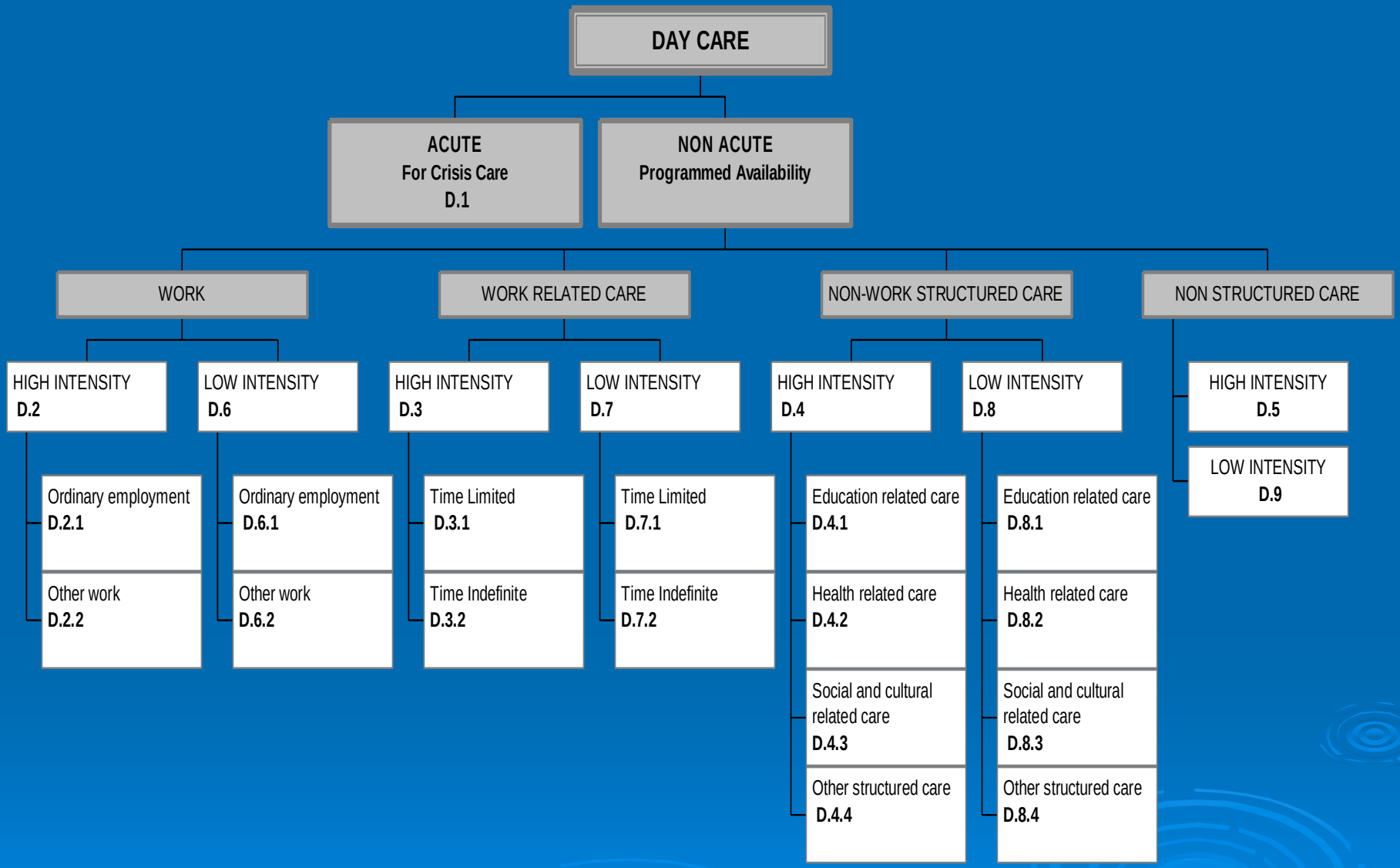
SECTION B

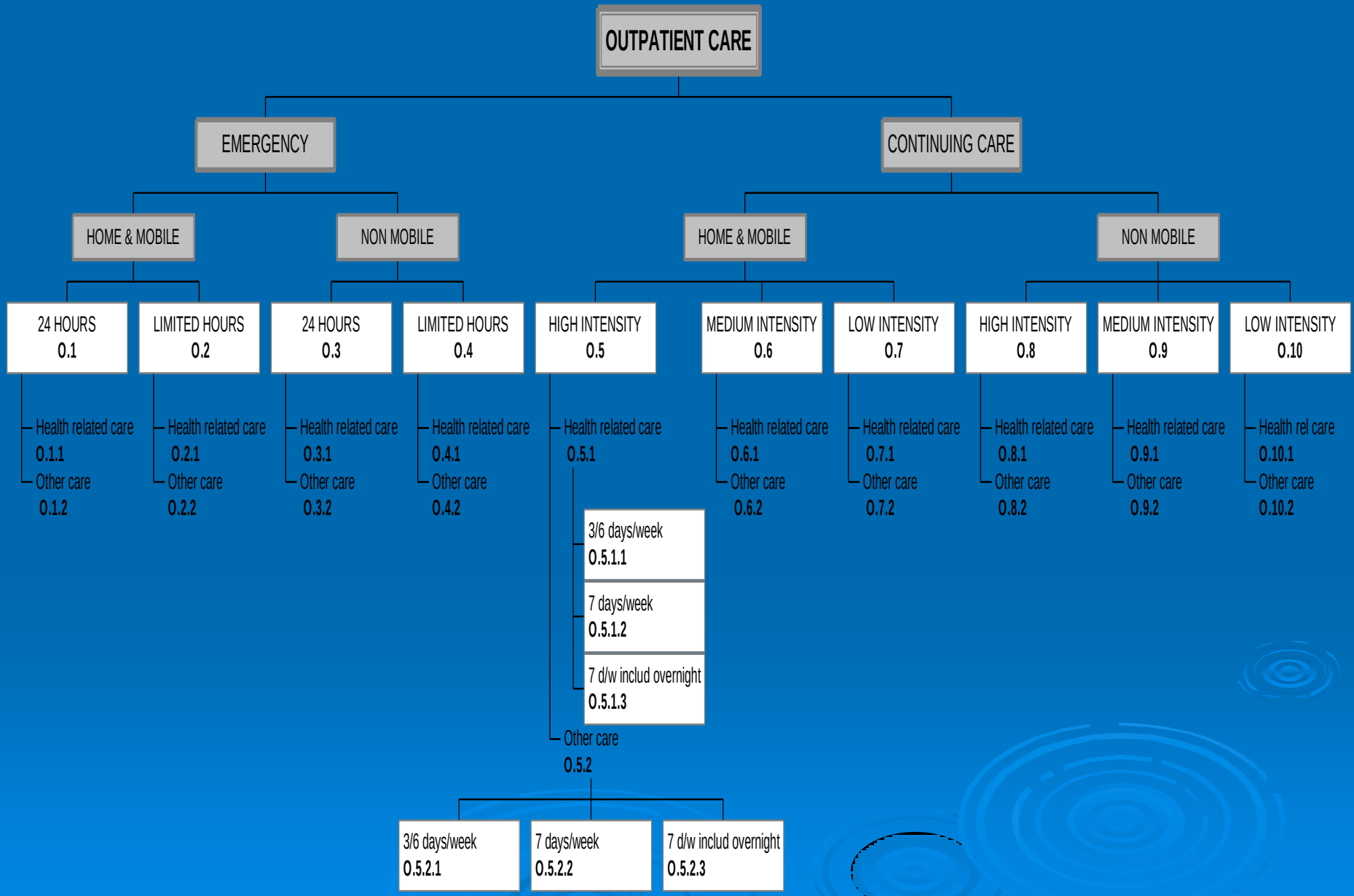
- Service code is identified by a combination of a letter and a number:
  - a capital “I”, “A”, ”S”, “D”, “O” or “R” indicates whether the service is part of the information and/or accessibility, self help, day, out-patient and/or residential trees
  - each final branch is given a number
- For example, R.12

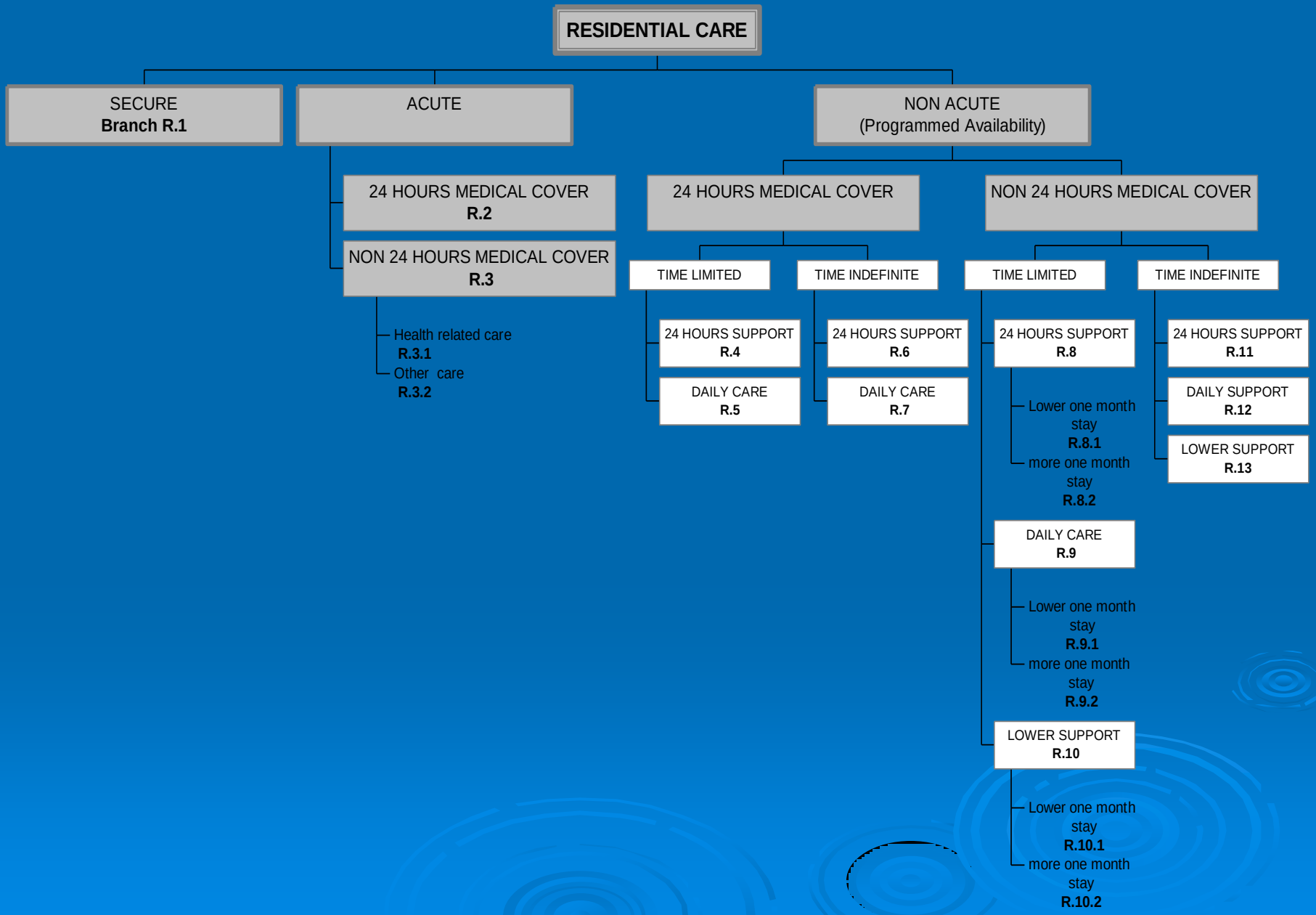

ACCESSIBILITY TO CARE
(A)
Communication
A.1
Mobility
A.2
Other accessibility to care
A.3


INFORMATION
(I)
Guidance and Assessment
I.1
Information
I.2
Interactive
I.2.1
Non interactive
I.2.2
Face to face
I.2.1.1
Other interactive
I.2.1.2


SELF-HELP AND VOLUNTARY CARE
NON PROFESSIONAL STAFF
S.1
PROFESSIONAL STAFF
S.2
S. Accesibility to Care
S.1.1
S. Information on Care
S.1.2
S. Day Care
S.1.3
S. Outpatient Care
S.1.4
S. Residential Care
S.1.5
S. Accesibility to Care
S.2.1
S. Information on Care
S.2.2
S. Day Care
S.2.2
S. Outpatient Care
S.2.3
S. Residential Care
S.2.4


DAY CARE
ACUTE
For Crisis Care
D.1
NON ACUTE
Programmed Availability
WORK
WORK RELATED CARE
NON-WORK STRUCTURED CARE
NON STRUCTURED CARE
HIGH INTENSITY
D.2
LOW INTENSITY
D.6
HIGH INTENSITY
D.3
LOW INTENSITY
D.7
HIGH INTENSITY
D.4
LOW INTENSITY
D.8
HIGH INTENSITY
D.5
LOW INTENSITY
D.9
Ordinary employment
D.2.1
Other work
D.2.2
Ordinary employment
D.6.1
Other work
D.6.2
Time Limited
D.3.1
Time Indefinite
D.3.2
Time Limited
D.7.1
Time Indefinite
D.7.2
Education related care
D.4.1
Health related care
D.4.2
Social and cultural related care
D.4.3
Other structured care
D.4.4
Education related care
D.8.1
Health related care
D.8.2
Social and cultural related care
D.8.3
Other structured care
D.8.4


OUTPATIENT CARE
EMERGENCY
CONTINUING CARE
HOME & MOBILE
NON MOBILE
HOME & MOBILE
NON MOBILE
24 HOURS 0.1
LIMITED HOURS 0.2
24 HOURS 0.3
LIMITED HOURS 0.4
HIGH INTENSITY 0.5
MEDIUM INTENSITY 0.6
LOW INTENSITY 0.7
HIGH INTENSITY 0.8
MEDIUM INTENSITY 0.9
LOW INTENSITY 0.10
Health related care 0.1.1
Other care 0.1.2
Health related care 0.2.1
Other care 0.2.2
Health related care 0.3.1
Other care 0.3.2
Health related care 0.4.1
Other care 0.4.2
Health related care 0.5.1
3/6 days/week 0.5.1.1
7 days/week 0.5.1.2
7 d/w includ overnight 0.5.1.3
Other care 0.5.2
3/6 days/week 0.5.2.1
7 days/week 0.5.2.2
7 d/w includ overnight 0.5.2.3
Health related care 0.6.1
Other care 0.6.2
Health related care 0.7.1
Other care 0.7.2
Health related care 0.8.1
Other care 0.8.2
Health related care 0.9.1
Other care 0.9.2
Health rel care 0.10.1
Other care 0.10.2


RESIDENTIAL CARE
SECURE
Branch R.1
ACUTE
24 HOURS MEDICAL COVER
R.2
NON 24 HOURS MEDICAL COVER
R.3
Health related care
R.3.1
Other care
R.3.2
NON ACUTE
(Programmed Availability)
24 HOURS MEDICAL COVER
TIME LIMITED
24 HOURS SUPPORT
R.4
DAILY CARE
R.5
TIME INDEFINITE
24 HOURS SUPPORT
R.6
DAILY CARE
R.7
NON 24 HOURS MEDICAL COVER
TIME LIMITED
24 HOURS SUPPORT
R.8
Lower one month stay
R.8.1
more one month stay
R.8.2
DAILY CARE
R.9
Lower one month stay
R.9.1
more one month stay
R.9.2
LOWER SUPPORT
R.10
Lower one month stay
R.10.1
more one month stay
R.10.2
TIME INDEFINITE
24 HOURS SUPPORT
R.11
DAILY SUPPORT
R.12
LOWER SUPPORT
R.13

RESIDENTIAL CARE

ADDITIONAL CODES (Optional)

- **Specific population:** "**C**" for Child & Adolescents, "**A**" for Adult and "**E**" for Older people (after DESDE code)
- **Diagnosis groups: "SP"** for Severe Physical disabilities, "**ID**" for Intellectual Disabilities, "**MD**" for Mental Disorders, "**ED"** for Elderly with Severe Disability (after DESDE code)
- **"h" Hospital Care** (behind the DESDE code)
- **"i" Institutional Care** (behind the DESDE code)
- **"e" eHealth** (behind the DESDE code)
- **"r" Main referral service** (behind the DESDE code)

SECTION C

The care trees in this section allow the counting of levels of provision of the major forms of services within catchment area

Users-contacts/100.000 hab

SECTION D

This section provide supplementary information to Section B by allowing for a more detailed listing of local services and description of their characteristics (service listing or catalogue).

DESDE-LTC CODING SYSTEM

CODING SYSTEM

- List of Acronyms
- Introduction
- Coding List. List of definitions of DESDE-LTC codes
- Glossary of Terms. Alphabetical list of definitions of key concepts

DESDE-LTC
FORMS AND TEMPLATES

Main forms and templates as a support for an easier description and classification of the catchment area

DESDE-LTC
FORMS AND TEMPLATES

FORMS

- Form 1. Description of General Characteristics of the Area
- Form 2. General Characteristics of the Study
- Form 3. Section D Form. Service Inventory

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FORMS AND TEMPLATES

TEMPLATES

- Template 1. Mapping of Services Availability in the Area (Service Listing)
- Template 2. Mapping of Main Types of Care in the Area (MTC Mapping)

DESDE-LTC TOOLKIT

- TRAINING PACKAGE
  - Training DESDE-LTC Guidelines
  - Training DESDE-LTC Tutorial
  - Case Book
    - Introduction
    - Case Vignettes
    - FAQ

DESDE-LTC WEB PAGE

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