



# Reporting explained: Mental Health

This resource outlines reporting requirements for mental health services commissioned by WA Primary Health Alliance (WAPHA) that report into the Primary Mental Health Care Minimum Data Set (PMHC MDS).

Management of the PMHC MDS is currently being transitioned from the Department of Health, Disability and Aging to the Australian Institute of Health and Welfare. Logicly is the contracted provider responsible for maintaining the PMHC MDS platform and supporting services to upload their data. WAPHA have access to the data held in the PMHC MDS for the mental health services they commission.

## Data set

Mental health services are required to collect and report data to the PMHC MDS data specifications available here: <https://docs.pmhc-mds.com/data-specifications.html>

## Reporting platform

Reporting occurs through the PMHC MDS platform accessible here: [Home - PMHC-MDS](#). Access to training and resources is also available via the homepage link above.

Users, including staff required to enter data, must be registered. For new user requests please email: [pmhcmands@wapha.org.au](mailto:pmhcmands@wapha.org.au)

## Reporting frequency

It is a contractual requirement that all data is to be entered into the PMHC MDS within 31 days of the activity which generated them.

## Data reports

Data reports are available to view in WAPHA's Commissioned Services Reporting Portal (CSRP). These include:

- Mental Health Balanced Scorecard: a one-page summary of current financial year performance against performance indicator targets
- PMHC MDS Report: a detailed activity report of the service activity uploaded to the PMHC-MDS by commissioned service providers
- PMHC-MDS Data Quality Report: A breakdown of data quality issues such as missing data, data anomalies or coding errors. Information in this report can be used to identify issues, some of which may be remedied by updating data in the PMHC-MDS

These reports are refreshed with new data on the first of each month, or on the next business day. Note: data displayed will be two months in arrears because of the reporting frequency requirements and extract schedules, e.g. January's data will be seen in the reports after the update on 1 March.



## Commissioned Services Reporting Portal (CSRP)

Only registered users, known as 'provider contacts', can access the CSRP. For more information, please see this guide: [CSRP-onboarding-and-offboarding-guide.pdf](#).

(Note: as outlined in the above guide, Commissioned Service Providers should ensure provider contacts are removed when they no longer require CSRP access.)

Once registered, provider contacts can access the CSRP here: <https://portal.wapha.org.au/>

## Support

Resources to support mental health reporting can be found in the following locations:

- PMHC-MDS webpage: [Home - PMHC-MDS](#), direct link to training material: [Training - PMHC-MDS](#)
- WAPHA's webpage: [Performance Management Framework - WAPHA](#)
- Within the CSRP: <https://portal.wapha.org.au/csp-home/resources-menu/>

For direct support please contact your WAPHA contract manager.