

Private Supported Care Home Residents

Requirements

- Data submitted should meet this data specification i.e. include all field names
- Data should **only** be submitted via the Data File Upload (DFU) facility. This is the only acceptable method to supply data. If another submission method is used our policy is to inform the Senior Responsible Officer/Director of Finance that data has been put at risk unnecessarily.
- Data should relate to current care home residents **only** where the council is paying for all or part of the care.

Field name	Data format	Comment
Case reference	Character	
Title	Character	
Surname	Character	
Forename(s)	Character	Please ensure you capture any middle name(s) or initial(s). You can provide this in a separate Middle name(s) or middle initial(s) field or in the 'Forename(s)' cell if preferred.
Middle name(s) or middle initial(s)	Character	
Current address line 1	Character	This should be the care home address.
Current address line 2	Character	
Current address line 3	Character	
Current address line 4	Character	
Current address postcode	Character	
Date of admission	Date	
Previous address line 1	Character	
Previous address line 2	Character	

Previous address line 3	Character	
Previous address line 4	Character	
Previous address postcode	Character	
Date of birth	Date	Better quality matches will be achieved by submitting this data.
National insurance number	Character	