

## **Annex 2. Templates of the ZD statistical reports (datasets) for the year 2020**

ZD-2 – Report on therapeutic activities of health resort facilities and inpatient rehabilitation facilities

ZD-3 – Report on outpatient health care

ZD-4 – Report on first aid and emergency medical services

ZD-5 – Report on pharmacy and pharmaceutical outlet





## Explanatory notes

The report shall be completed by a medical entity registered in the Register of Entities Providing Health Care, in the field of health resort treatment and inpatient rehabilitation on the basis of the Act of 15 April 2011 on Medical Activity (Journal of Laws 2020, item 295) and the Act of 28 July 2005 on Health Resorts, Spas and Spa Conservation Areas and on Spa Gminas (Journal of Laws 2017, item 1056)).

**Section 2. Type of medical facility – beds** – the type of medical facility should be selected and data on beds should be provided. In the case of a reporting unit, within the framework of which a natural healing centre operates, point 8 should be additionally marked. The activity of such a natural healing centre should be shown together with the activity of the reporting unit.

The number of beds as of 31 December should be shown together with beds rented from other owners, excluding beds rented to other owners. These are beds placed in the rooms, occupied by patients or immediately available for the care of admitted patients.

Average number of beds – the sum of the number of beds as at the end of each months of the year, including beds leased from other owners, excluding beds rented to other owners, divided by 12.

Columns 2 and 3 – beds located in wards with codes characterizing the organizational division specialty of the medical facility of the medical entity (part VIII of the identification code) specified in Annex 2 to the Regulation of the Minister of Health of 17 May 2012 on the system of identification codes for health care providers and detailed rules of assigning them.

**Section 3. Adjustments of unit to the needs of disabled persons** – all adjustments to the needs of disabled people in the facility should be selected. You can mark more than one answer.

**point 1** – entry ramps/platforms complying with the requirements specified in the Regulation of the Minister of Infrastructure of 12 April 2002 on the technical conditions to be met by buildings and their location (Journal of Laws of 2019, item 1065),

**point 2** – entrance door to the building automatically open, which can be opened automatically, complies with the requirements of the Regulation of the Minister of Infrastructure of 12 April 2002 on the technical conditions to be met by buildings and their location,

**point 3** – lift/s – check if there is a passenger elevator in the unit,

**point 4** – lifts adapted for disabled persons in wheelchairs - it should be selected if the unit has at least one lift that meets the requirements specified in the Regulation of the Minister of Infrastructure of 12 April 2002 on the technical conditions to be met by buildings and their location,

**point 5** – rooms / rooms with bathrooms designed and equipped with facilities for the disabled persons (e.g. appropriate handles, handrails, facilities listed in points 7, 8, 9 and other facilities),

**point 6** – bathrooms designed and equipped with facilities for the disabled persons (e.g. appropriate handles, handrails, facilities listed in points 7, 8, 9 and other facilities),

**point 7** – adaptations for blind and visually impaired people, incl. such as: tactile paths and tactile warning signs, Braille markings, voice information, sound signalling, colour marking, use of contrast,

**point 8** – adaptations for deaf and hearing impaired people – incl. traffic lights, providing a sign language interpreter,

**point 10** – other facilities for the people with disabilities (with various types of dysfunctions) in a medical facility.

**Section 4. Medical and therapeutic services** – are filled by the facilities where services and activities were performed. In the case of drawing up the report together with a natural healing centre, also the services performed in this establishment should be shown.

**row 14** – shall be pointed out therapeutic services in the field of psychological and social rehabilitation, such as: psychoeducation, relaxation training, psychotherapy, health education, activities developing interests and talents, classes for independent functioning with disabilities as well as others of a psychological nature.

### Section 5. Activity of unit

**Column 3** – children and young up to age 18 (0-17 years). Age is given in completed years,

**Column 4** – women and men aged 65 and more. Age is given in completed years,

**row 01** – total patients (inpatient and outpatient care). There is a relationship  $row\ 01 = row\ 02 + row\ 08$ ,

**row 02** – there is the relationship  $row\ 02 = row\ 04 + row\ 09 + row\ 10 + row\ 11 + row\ 12 + row\ 13$ ,

**row 04** – self-pay inpatients, i.e. patients/persons who bear all costs for treatment, accommodation and meals from own resources,

**row 05** – patients undergoing natural healing services, pointed out in section 4, points 1–4,

**row 06** – total number of days of patient treatment (beddays) provided in inpatient care. The admission day and the discharge day are counted as one day of patient stay. This figure also takes into account the days spent using the temporary beds,

**row 08** – total number of outpatients – persons using outpatient services or treatment. This person must be entered once, regardless of the number of services provided,

**row 09** – persons with confirmed referrals of the National Health Fund for health resort treatment and health resort rehabilitation (Act of 27 August 2004 on Health Care Services Financed from Public Funds (Journal of Laws of 2020, item 1398),

**row 10** – applies to persons subsidized by the Social Insurance Institution (ZUS) who are undergoing medical rehabilitation as part of disability prevention (Act of 13 October 1998 on the Social Insurance System (Journal of Laws 2020, item 266),

**row 11** – applies to persons subsidized by the Agricultural Social Insurance Fund (KRUS) who are undergoing medical rehabilitation (Act of 20 December 1990 on the Social Insurance for Farmers (Journal of Laws 2020, item 174),

**row 12** – applies to people who received funding from the State Fund for Rehabilitation of Disabled People (PFRON) to participate in rehabilitation camps (Act of 27 August 1997 on Vocational and Social Rehabilitation and Employment of Persons with Disabilities (Journal of Laws 2019, item 1172).



Name and address of the reporting unit	<b>ZD-3</b> <b>Report on outpatient health care</b> <hr/> <b>for year 2020</b>	GUS reporting portal portal.stat.gov.pl
Identification number – REGON (14-characters) organizational unit of the medical facility of the medical entity / professional practice		Statistical Office 31-223 Kraków Kazimierza Wyki Street 3
		Deadline for data transmission: until 26 February 2021

The obligation to transmit data arises from art. 30, paragraph 1 (3) of the Law of 29 June 1995 on Official Statistics (Journal of Laws 2020, item 443).

Data collected on this report are subject to absolute protection according to the principle of statistical confidentiality (art. 10 of the Act on Official Statistics).

--

(e-mail address of the secretariat of the reporting unit - COMPLETE IN CAPITAL LETTERS)

The ZD-3 report is completed by medical entities / medical facilities where the medical entity provides health care in the field of primary and/or specialist outpatient care. In the case of medical practises, only individual and individual specialist and group medical practices providing health services financed from public funds.

The entity providing health care / organizational unit of the entity or medical facility in which the medical entity performs medical activities and professional practice shall fill out separate reports – each solely on its own activity.

### Section 1. General data – identification codes

Number of the register book of the medical entity / professional practice		Indication of the authority keeping the register	
TERYT Location of the reporting unit providing health care			
Code of the founding entity, in the case of a medical entity that is not an entrepreneur (part III) 2 characters			
Code specifying the organizational and legal form of the entity providing health care (part IV) 4 characters			
A identification code of an organizational unit (part V of the identification codes system)			
Type of reporting unit:	hospital outpatient department (cod: 1)		
	other clinic / health centre / outpatient clinic (cod: 2)		
Code of the type of professional practice (95 or 96 or 97 or 98 or 99)		Code of the profession of a doctor/dentist (1or2)	

In accordance with the administrative decision of the registration authority under the Regulation of the Minister of Health of 29 September 2011 on the detailed scope of data covered by the entry in the register of entities providing health care and the detailed procedure for making entries, changes in the register and deletions from this register (Journal of Law 2019, item 605). Entities / medical facilities providing health care fill in the columns of the identification code: number of the register book of the medical entity, designation of the authority keeping the register, TERYT, code of the entity founding the unit, in the case of a medical entity that is not an entrepreneur, the code specifying the organizational and legal form of the entity providing health care and the identification code of an organizational unit of the medical facility of the medical entity.

For each organizational unit of a medical facility of the medical entity providing health care in the field of outpatient healthcare (providing medical and / or stomatological consultations) a separate ZD-3 report and the actual location code (TERYT) should be filled in.

For professional practices to be completed: the registration book number, the designation of the authority keeping the register, TERYT, the code of the type of professional practice, and the code of the profession (1 – professional practice performed by a doctor or led by doctors, 2 – professional practice performed by a dentist or led by dentists).

For each type of professional practice providing medical consultations, a separate ZD-3 form should be filled in and the actual code of its location (TERYT) should be entered.

Adjustments of unit to the needs of disabled persons <sup>a)</sup>	1	entry ramps/platforms to facilitate entry into the building	6	adaptations for blind and visually impaired people
	2	entrance door to the building automatically open	7	adaptations for deaf and hearing impaired people
	3	lift/s	8	anti-slip floors
	4	of which adapted for disabled persons	9	others
	5	bathrooms adapted for the disabled persons	10	lack of adaptations

<sup>a)</sup> More than one answer may be given.

### Section 2. Primary health care <sup>a)</sup>

Specifications			Consultations		
			total	of total	
0				1	2
Primary health care clinic /doctor's office (code 0010 – 0015)	consultations in total		1		
	of which (row 1)	to children and young up to age 18	2		
		to persons aged 65 and more	3		
		to women <sup>b)</sup>	4		
		including preventive consultations provided to pregnant women	5		X

<sup>a)</sup> Excluding consultations provided as night and holiday health care, which from 01/01/2018 should be reported only in section 4.

<sup>b)</sup> Medical consultations for women regardless of age.

**Section 3. Specialist health care <sup>a)</sup>**

Type of clinics		Identification code <sup>b)</sup>	Number of clinics (as of 31 XII)	Consultations				
				total	of total			
					to children and young up to age 18	to persons aged 65 and more	to women <sup>c)</sup>	teleconsultations
0		1	2	3	4	5	6	7
<b>Total medical consultations (rows 02–19,22-27)</b>		01	–					
Internal medicine		02	1000–1009					
Allergy		03	1010–1011					
Diabetes		04	1020–1027					
Endocrine		05	1030–1033					
Geriatric		06	1060		X			
Cardiology		07	1100–1121					
Nephrology		08	1130–1131					
Dermatology		09	1200–1203					
Neurological		10	1220–1223					
Oncology		11	1240–1251					
Tuberculosis and lung diseases		12	1270–1277					
Rheumatology		13	1280–1281					
Rehabilitation		14	1300–1309					
Infectious diseases		15	1340–1349					
Sports medicine		16	1370–1371					
Paediatric		17	1401–1421			X		
Gynaecological and obstetrical		18	1450–1475					
Surgical – in total		19	1500–1581, 1630–1631					
of which	trauma-orthopedic surgery	20	1580–1581					
	neurosurgery	21	1570–1571					
Ophthalmology		22	1600–1605					
Otolaryngology		23	1610–1617					
Urology		24	1640–1641					
Mental health		25	1700–1711					
Addiction treatment clinic		26	1740–1747					
Other (with a different specialty not mentioned above)		27	– 1999					
<b>Total stomatological consultations</b>		28	1800–1840					
of total	dental	29	1800					
	periodontal and periodontal mucosa diseases	30	1810					
	orthodontics	31	1820					
	dental prosthetics	32	1830					
	dental surgery	33	1840					

<sup>a)</sup> Excluding consultations provided as part of night and holiday health care.

<sup>b)</sup> Codes according to the Regulation of the Minister of Health of 17 May 2012 on the system of identification codes for health care providers and detailed rules of assigning them (Journal of Laws 2019, item 173).

<sup>c)</sup> Medical consultations for women regardless of age.

**Note:** The activity covers only consultation provided by doctors, dentists and psychologists. Consultations provided, for example, by medical assistants, nurses and physiotherapists should be excluded.

**Section 4. Night and holiday health care <sup>a)</sup>**

Type of clinic			Number of clinics (as of 31 XII)	Consultations <sup>b)</sup>				
				total	of total			
					to children and young up to age 18	to persons aged 65 and more	to women <sup>c)</sup>	
0			1	2	3	4	5	
Night and holiday health care clinic /office (0016-0017) <sup>d)</sup>	Clinics/consultations in total		1					
	of which	provided in ambulatory mode	2	X				
		provided at patient home	3	X				
		teleconsultations	4	X				

<sup>a)</sup> Primary health care services provided from 6.00 p.m. to 8.00 a.m. on the following day and around the clock on public holidays.

<sup>b)</sup> Including night and holiday health care provided under subcontracts with the hospital for carrying out these services.

<sup>c)</sup> Consultations for women regardless of age.

<sup>d)</sup> Codes according to the Regulation of the Minister of Health of 17 May 2012 on the system of identification codes for health care providers and detailed rules of assigning them (Journal of Laws 2019, item 173).

Please provide the estimated time (in minutes) devoted to the preparation of data for the purpose of completing the report	1	
Please provide an estimated time (in minutes) for completing the report	2	

--

(contact e-mail regarding the report - FILL IN WITH CAPITAL LETTERS)

.....  
 (phone number  
 regarding the prepared report)

.....  
 (place, date)

## Explanatory notes

Note: In the company's e-mail, each character should be entered in a separate box.

An example of filling out an e-mail:

Z	E	N	O	N	.	K	O	W	A	L	S	K	I	@	X	X	X	.	Y	Y	Y	.	P	L						
---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	---	--	--	--	--	--	--

The ZD-3 report is prepared by medical entities providing health care in the field of outpatient health care, i.e.:

1. **All entities / medical facilities** (regardless of the name, type or form of financing) **providing health care** in the field of outpatient primary and specialist health care – outpatient departments, clinics, health centres, after entering into the register of entities providing health care.

2. **Doctors conducting professional practice** – individual and group - in the reporting period providing medical consultations under the contract with the National Health Fund or the body that created the entity providing health care.

### Section 1

**Entities/facilities providing health care** fill in the sections of the identification code in accordance with the administrative decision of the registration authority on the basis of the Regulation of the Minister of Health of 17 May 2012 on the system of identification codes for health care providers and detailed rules of assigning them. The number of the registry book of the medical entity, indication of the authority keeping the register: in the first field - the letter "W" denoting the voivode as the authority maintaining the register, in the second field - voivodship code (TERYT). **Part III** of the system is a 2-character code of the founding entity, in the case of a medical entity that is not an entrepreneur. **Part IV** of the system is a 4-digit code specifying the organizational and legal form of the entity providing health care; in the case of a limited company in which the State Treasury, a local government unit or a medical university hold shares or stocks representing at least 51% of the share capital, the third character of the code is replaced with the number 1; in the case of a limited company in which the State Treasury or a local government unit holds shares or stocks representing less than 51% of the share capital, the third character of the code is replaced by the number 2; in the case of a medical entity whose statutory activity is not aimed at making a profit, the fourth character of the code is replaced with the number 2. **Part V** of the system is a 2-character unique code identifying the organizational unit of the medical facility in the organizational structure of this entity, ranging from 01 to 99. If it is not possible to give a 2-character code, a 3-character code is given, ranging from 100 to 999.

**Professional practices** are filled in with the registration book number, the indication of the authority keeping the register: in the first field - the letter "L" representing the district medical council as the authority keeping the register; in the second field – the code of the district medical chamber, TERYT, **the code of type of practice** (**95** – individual medical practice only at the place of call, **96** – individual specialist medical practice only at the place of call, **97** – group medical practice, **98** – individual medical practice, **99** – individual specialist medical practice).

**Medical facility of a medical entity** providing health care, which concluded a contract for the provision of health services (consultations), only in the facility of the medical entity **with a doctor performing an individual medical practice** (type of professional practice code 93) or **an individual specialist medical practice** (type of professional practice 94) should demonstrate the implementation of these services as part of its activities. Pursuant to the Act of 15 April 2011 on Medical Activity (Journal of Laws 2020, item 295), doctors and nurses

may practice their profession as part of medical activities on the terms specified in the Act and in separate regulations, after entering into the register of entities providing health care referred to in Art. 100

**Medical activity of doctors** may be performed in the form of:

- sole proprietorship as an **individual medical practice**, individual medical practice only at the place of call, **individual specialist medical practice**, individual specialist medical practice only at the place of call, individual medical practice only in a medical facility of a medical entity under a contract with this entity or an individual specialist medical practice only in the medical facility of the medical entity on the basis of an agreement with this entity,
- a civil law partnership, general partnership or partner company as a **group medical practice** – hereinafter referred to as "professional practice".

**The exercise of the profession as part of professional practice does not constitute running a medical entity/facility.**

Group medical practice may not be performed in a medical entity on the basis of a civil law contract for the provision of health services.

**Health care service** - services aimed at preserving, saving, restoring or improving health as well as other medical activities resulting from the medical treatment process or separate provisions regulating the principles of their performance.

**Consultation** is a health care service provided by a doctor, dentist or psychologist.

**A psychologist's consultation** is a form of help that starts or verifies the diagnostic and therapeutic process, which is an element of the implemented treatment plan, including psychological help and the necessary additional and control psychological tests.

**Teleconsultation** is a medical or psychological consultation provided remotely using a telephone connection or other ICT systems.

**Adjustments of unit to the needs of disabled persons** - all specific adaptations for people with disabilities provided in the organizational unit of medical entity/facility must be marked. Multiple answers can be selected.

**point 1** – entry ramps/platforms complying with the requirements specified in the Regulation of the Minister of Infrastructure of 12 April 2002 on the technical conditions to be met by buildings and their location (Journal of Laws of 2019, item 1065),

**point 2** – entrance door to the building automatically open, which can be opened automatically, complies with the requirements of the Regulation of the Minister of Infrastructure of 12 April 2002 on the technical conditions to be met by buildings and their location,

**point 3** – lift/s - check if there is a passenger elevator in the unit, **point 4** – lifts adapted for disabled persons in wheelchairs – it should be selected if the unit has at least one lift that meets the requirements specified in the Regulation of the Minister of



Infrastructure of 12 April 2002 on the technical conditions to be met by buildings and their location,

**point 5** – bathrooms designed and equipped with facilities for the disabled persons (including appropriate handles, handrails, specific facilities listed in points 6, 7, 8 and others),

**point 6** – adaptations for blind and visually impaired people, incl. such as: tactile paths and tactile warning signs, Braille markings, voice information, sound signalling, colour marking, use of contrast,

**point 7** – adaptations for deaf and hearing impaired people – incl. traffic lights, providing a sign language interpreter,

**point 9** – other facilities for people with disabilities (with various types of dysfunctions) in the organizational unit of the medical facility.

## Section 2

In **columns 1 and 2**, the number of consultations provided should be indicated by entities providing health care and professional practices of medical doctors, which provided **outpatient consultations** within the framework of primary health care in the reporting period.

From all medical consultations provided in **primary health care**, they are distinguished according to **the age and sex of patients**:

Note: The age is given in completed years.

– **row 1** – consultations in total – women and men regardless of age.

Out of the total number of consultations (row 1):

– **row 2** – to children and young up to age 18 (0–17 years),

– **row 3** – to persons aged 65 and more – women and men aged 65 and more,

– **row 4** – women regardless of age,

– **row 5** – pregnant women in the field of preventive care (from the number of women – row 4).

## Section 3

**Column 2** should show the number of clinics as of **31 December**.

**Column 3** should demonstrate the number of consultation given in the context of specialised health care.

Rows **28-33** (stomatological consultation) **should indicate the number of consultations, not the number of points**.

Out of total number of **consultations** provided in **specialized health care**, they are distinguished **according to the age and sex of patients**:

Note: Age is given in completed years.

Out of the total number of consultations (column 3):

- **Column 4** – children and young up to age 18 (0-17 years),

- **Column 5** – persons aged 65 and more – Women and men aged 65 and more,

- **Column 6** – women regardless of age.

## Section 4

**Night and holiday health care cover primary health care services provided from Monday to Friday between 6 p.m. and 8 a.m. on the following day, and around the clock on public holidays, including basic emergency or continuation of health services / treatment benefits.**

Night and holiday health care is regulated by the Act of 25 May 2017 amending the Act on Health Care Services Financed from Public Funds and certain other acts (Journal of Laws 2017, item 1200). On 1 October 2017, the "Basic hospital security system for healthcare services", so-called "Hospital networks", was implemented.

In **column 1** the number of clinics should be indicated as of 31 December.

In **column 2**, the number of consultations provided should be indicated by entities providing health care and professional practices of doctors that provided outpatient consultations as part of **night and holiday health care** in the reporting period.

Out of total number of consultations provided in **night and holiday health care**, they are distinguished according to the age and sex of patients:

- **column 2** – total consultations – women and men regardless of age.

Out of the total number of consultations:

- **column 3** – children and young up to age 18 (0-17),

- **column 4** – people aged 65 and more – women and men aged 65 and more,

- **column 5** – women regardless of age.

Note: The age is given in completed years.



Name and address of the reporting unit	<b>ZD-4</b> <b>Report on first aid and emergency medical services</b>  <b>for year 2020</b>	GUS reporting portal portal.stat.gov.pl Statistical Office 31- 223 Kraków Kazimierza Wyki Street 3
Identification number – REGON		Deadline for data transmission: until 27 February 2021

The obligation to transmit data arises from art. 30, paragraph 1 (3) of the Law of 29 June 1995 on Official Statistics (Journal of Laws 2020, item 443).  
 Data collected on this report are subject to absolute protection according to the principle of statistical confidentiality (art. 10 of the Act on Official Statistics).

(e-mail address of the secretariat of the reporting unit - COMPLETE IN CAPITAL LETTERS)

Voivodship offices fill in section 7 point 4 (Article 29 of the Act of 8 September 2006 on State Emergency Medical Services, Journal of Laws 2020, item 882).

### Section 1. General data

Entity of the emergency medical service

Reporting units, administrators of emergency medical services or first aid should prepare separate ZD-4 reports for their subordinate units (branches, departments), if they are located in a different administrative unit than the parent entity.

REGISTERED DATA				
number of the register book (part I)	indication of the authority keeping the register	location of the medical entity providing health care/organisational unit of the medical entity (part II – TERYT)	code of founding entity (part III)	organizational and legal form of the entity providing health care (part IV)

### Section 2. General data of the entity providing health care

Specifications				Number of units	
<b>1</b>	<b>Units of the emergency medical services</b>	<b>1.1</b>	Emergency rescue team	a specialist (code 3114, 3154)	
					b basic (code 3112, 3152)
		<b>1.2</b>	Medical air rescue team (code 3210)	a helicopter	
			b plane		
	<b>1.3</b>	Hospital emergency ward (code 4902)			
<b>2</b>	<b>Trauma centre / organizational units of a hospital, specialized in providing emergency medical services</b>	<b>2.1</b>	Trauma centre	Wards in total (rows a–g) <sup>a)</sup>	
				a general surgery (code 4500) <sup>a)</sup>	
				b multi-organ injuries (code 4590) <sup>a)</sup>	
				c orthopaedics and organ movement traumatology <sup>a)</sup>	
				d neurosurgery (code 4570) <sup>a)</sup>	
				e general surgery with neuro-traumatology profile <sup>a)</sup>	
				f vascular surgery (code 4530) <sup>a)</sup>	
		g general surgery with vascular surgery profile <sup>a)</sup>			
		<b>2.2</b>	Trauma centre for children	Wards in total (rows a–d) <sup>a)</sup>	
				a children's surgery (code 4501) <sup>a)</sup>	
b neurosurgery (code 4570) <sup>a)</sup>					
c orthopaedics and organ movement traumatology <sup>a)</sup>					
		d neuro-traumatology. <sup>a)</sup>			
<b>2.3</b>	Other organisational unit of the hospital specialized in providing emergency medical services	a admission room (code 4900)			
		b specialized ward			
		c others			
<b>3</b>	<b>First aid units</b>	<b>3.1</b>	Air-sanitary transport team (code 3200)	a helicopter	
				b plane	
		<b>3.2</b>	Air search and rescue group	a helicopter	
				b plane	
<b>4</b>	<b>Medical transport teams (code 9250)</b>	Medical ambulance			

<sup>a)</sup> Applies to wards operating within the structure of a trauma centre / trauma centre for children..

### Section 3. Emergency medical activities

Place of occurrence		Number of calls to the occurrence places	Number of persons who received health care benefits	From column 2			
				women <sup>a)</sup>	children and youth up to age 18	persons aged 65 and more	persons whose deaths were recorded before or during emergency activities
0		1	2	3	4	5	6
Total (sum of rows 2–6)	1						
Road traffic	2						
Work	3						
School	4						
Home	5						
Others	6						

<sup>a)</sup> Women - female regardless of age.

### Section 4. Health care benefits provided in an admission room/ hospital emergency ward under the outpatient treatment (with no subsequent hospitalization)

Specifications			Number of persons who received health care benefits	Number of consultations	From column 1		
					women <sup>a)</sup>	children and youth up to age 18	persons aged 65 and more
0			1	2	3	4	5
Total (sum of rows 02–13)			01				
Services in the field of	general, not qualified to the below mentioned		02				
	internal medicine		03				
	cardiology		04				
	surgery		05				
	trauma-orthopedic surgery		06				
	neurosurgery		07				
	gynaecological and obstetrical		08				
	paediatric		09				
	neurological		10				
	ophthalmology		11				
	stomatological		12				
	mental health		13				

<sup>a)</sup> Women - female gender regardless of age.

### Section 5. Inpatient activity of the hospital emergency ward (code 4902) <sup>a)</sup>

Beds, as of 31 XII			Patients				
total	from column 1		total	from column 4			
	for children and youth up to age 18	available to the clinics		children and youth up to age 18	persons aged 65 and more	transferred for inpatient treatment	persons whose deaths were recorded before or during medical treatment
1	2	3	4	5	6	7	8

<sup>a)</sup> Inpatient activities include services provided to patients hospitalized in a hospital emergency ward, including patients transferred for inpatient treatment to other wards (excluding patients under the outpatient treatment).

**Section 6. Inpatient activity of a trauma centre / trauma centre for children / organizational units of a hospital, specialized in providing emergency medical services**

Specification	Beds, as of 31 XII			average number of beds	Patients			Beddays	Persons whose deaths were recorded before or during medical treatment (from column 5)
	total	from column 1			total	from column 5			
		for children and youth up to age 18	available to the clinics			children and youth up to age 18	persons aged 65 and more		
0	1	2	3	4	5	6	7	8	9
Trauma centre	1								
Trauma centre for children	2								
Specialized ward	3								

**Section 7. Personnel composition of selected emergency rescue entities (as of 31 XII)**

No.	Specification	Employed persons	Total number of employed persons (regardless of the form of employment and working time)	From column 1 the number of employed persons for whom it is the main workplace (regardless of the form of employment)
0			1	2
1	Emergency rescue team (specialist and basic)	physicians of the emergency medical services	a	
		nurses of the emergency medical services	b	
		paramedics	c	
		drivers <sup>a)</sup>	d	
2	Medical air rescue team	physicians of the emergency medical services	a	
		nurses of the emergency medical services	b	
		paramedics	c	
		pilots	d	
3	Other units <sup>b)</sup>	medical personnel		
4	Voivodship office	voivodship coordinator of emergency medical services (physician)	a	
		voivodship coordinator of emergency medical services (nurse)	b	
		voivodship coordinator of emergency medical services (paramedic)	c	
5	Medical dispatch centre <sup>c)</sup>	medical dispatcher (nurse)	a	
		medical dispatcher (paramedic)	b	
		medical dispatcher (in accordance with Article 58 (3) of the Act on State Emergency Medical Services)	c	

<sup>a)</sup> Drivers - persons not shown as other members of emergency rescue teams.

<sup>b)</sup> Applies to units which in section 2 have marked items 3 or 4.

<sup>c)</sup> Applies to dispatchers of emergency rescue teams, which have a medical dispatch centre in their structure.

Please provide the estimated time (in minutes) devoted to the preparation of data for the purpose of completing the report	1	
Please provide an estimated time (in minutes) for completing the report	2	

\_\_\_\_\_

(contact e-mail regarding the report - FILL IN WITH CAPITAL LETTERS)

.....  
 (phone number  
 regarding the prepared report)

.....  
 (place, date)

## Explanatory notes

The report refers to the State Emergency Medical Services System, which, in accordance with the current provisions of the Act of 8 September 2006 on State Emergency Medical Services, is responsible for providing assistance to any person in danger of sudden sickness and ensuring the maintenance of readiness of units.

Medical services provided by doctors (in emergency cases) outside normal working hours (e.g. at night) and private medical consultations at patient home or at the place of emergency call, including night and holiday health care, **cannot be regarded** as emergency medical activities within the meaning of the Act of 8 September 2006 on State Emergency Medical Services.

The age of persons who received health care benefits (*children and young up to age 18 (0-17 years), 65 years and more*) is counted in the completed years (Sections 3, 4, 5 and 6 of the report).

Women – female gender regardless of age

### Section 1

Identification codes, hereinafter referred to as “resort codes”, are assigned on the basis of the information required to be entered in the Register according to the Regulation of the Minister of Health of 17 May 2012 on the system of identification codes for health care providers and detailed rules of assigning them (Journal of Laws 2019, item 173).

**Part I** of the system of identification codes is the number of the registry book in the register of entities providing health care. The indication of the authority keeping the register consists of the letter "W" denoting the voivode as the authority maintaining the register and the voivodship code.

**Part II** of the system of identification codes is a 7-character identifier of a territorial division unit.

**Part III** of the system of identification codes is the 2-character code of the founding entity, in the case of a medical entity that is not an entrepreneur.

**Part IV** of the system of identification codes is a 4-character code specifying the organizational and legal form of the entity providing health care; in the case of a limited company in which the State Treasury, a local government unit or a medical university, the third character of the code is replaced by the number: 1 - in the case of a capital company in which the State Treasury, a local government unit or a medical university hold shares or stocks representing at least 51% of the share capital, 2 - in the case of a limited company in which the State Treasury or local government unit holds shares or stocks representing less than 51% of the share capital; in the case of a medical entity whose statutory activity is not aimed at making a profit, the fourth character of the code is replaced by the number 2.

### Section 2

Point 1. **Units of the emergency medical services** in points 1.1., 1.2., 1.3. the unit may make more than one selection.

Point 1.1. **Emergency rescue team** – it is a unit of the system that undertakes emergency medical services in non-hospital conditions, meeting the requirements specified in the Act of 8 September 2006 on State Emergency Medical Services.

Point 1.3. **Hospital emergency ward** – is an organizational unit of a hospital as defined in the regulations on medical activity, being a unit of the emergency medical services, providing health care to persons who is in life of health threatening conditions, meeting the requirements specified in the Act of 8 September 2006 on State Emergency Medical Services.

Point 2. **Trauma centre / organizational units of a hospital, specialized in providing emergency medical services** – it is a trauma centre or other organizational unit of a hospital specialized in providing emergency medical services, which is included in the plan of action of the state emergency medical services drawn up by the voivode.

Point 2.1. **Trauma centre** – is a separate functional part of the hospital, in which operates the hospital emergency ward, and specialized units are linked organizationally and scope of tasks in a way that a quick diagnosis and treatment of a trauma patient is

possible. Trauma centre fulfils the requirements of the Act of 8 September 2006 on State Emergency Medical Services.

In the trauma centre, health services (referred to Article 39c (1) of the Act of 8 September 2006 on State Emergency Medical Services) are provided to a trauma patient by a team of doctors specialists, hereinafter referred to as a "trauma team". Trauma centre:

- 1) secures in the scope of health services referred to Article 39c (1) of above mentioned Act, a population of not less than 1 million inhabitants living in an area that allows reaching a trauma centre from the occurrence places within 1.5 hours;
- 2) cooperates with a medical university referred to the Act of 20 July 2018, The Law on Higher Education and Science, or another public university that has established or runs a medical entity running the hospital;
- 3) ensures, within its structure, the operation of specialized treatment wards and diagnostic laboratories:
  - a) an anaesthesiology and intensive care unit, ensuring the readiness of at least two intensive care stations to provide health services to a trauma patient,
  - b) an operating block providing 24-hour readiness of at least one operating room to provide health services to a trauma patient,
  - c) a diagnostic and surgical endoscopy laboratory open 24 hours a day,
  - d) other wards, in particular:
    - general surgery or multi-organ injuries, orthopaedics and organ movement traumatology,
    - neurosurgery or general surgery with a neuro-traumatology profile,
    - vascular surgery or general surgery with a vascular surgery profile (Articles 39a and 39b of the Act of 8 September 2006 on State Emergency Medical Services).

Point 2.2. **Trauma centre for children** - is a separate functional part of the hospital, in which operates the hospital emergency ward, and specialized units are linked organizationally and scope of tasks in a way that a quick diagnosis and treatment of a trauma child patient is possible. Trauma centre for children fulfils the requirements of the Act of 8 September 2006 on State Emergency Medical Services.

In the trauma centre, health services (referred to Article 39g (1) of the Act of 8 September 2006 on State Emergency Medical Services) are provided to a trauma child patient by a team of doctors specialists, hereinafter referred to as a "trauma child team". Trauma centre for children among others:

- 1) secures in the scope of health services referred to Article 39g paragraph 1 of the above mentioned Act, a population of not less than 1 million inhabitants, living in an area that allows reaching a trauma centre for children from the occurrence places within 1.5 hours;
- 2) cooperates with a medical university referred to the Act of 20 July 2018, The Law on Higher Education and Science or another public university that has established or runs a medical entity running the hospital;
- 3) ensures, within its structure, the operation of specialized treatment wards:
  - a) an anaesthesiology and intensive care ward ensuring the readiness of at least two intensive care stations to provide health services to a trauma child patient,
  - b) an operating block providing 24-hour readiness of at least one operating room to provide health services to a trauma child patient,
  - c) children's surgery ward as well as wards and specialists of neurosurgery or neuro-traumatology, orthopaedics and organ movement traumatology.

Point 2.3.a. **Admission room** – complexes of rooms where it takes place registration and medical examination of patients who came alone with a referral for hospital treatment or who transported as a result of an emergency takes place. Following the medical examination, the doctor

may refer the patient to a hospital ward or rule that the patient's condition does not require hospitalization and refer the patient to outpatient treatment. It may also provide one-time first aid.

Hospital emergency ward, trauma centre, trauma centre for children and an organizational units of a hospital, specialized in providing emergency medical services, immediately provide the necessary medical services to a trauma patient, a trauma child patient or a person in danger of sudden sickness.

Point 2.3.b *Specialized hospital ward* – a hospital ward included in the voivodship action plan of the system, in accordance with the Act on State Emergency Medical Services, providing medical services.

Point 2.3.c *Other* – provision of emergency medical services other than those listed in Section 2, point 1.3; points 2.1 (a) to (g); points 2.2. a-d and 2.3. a and b the organisational divisions of the hospital.

Point 3. *First aid units* concern activities in accordance with Art. 33 paragraph 2 of the Act of 8 September 2006 on State Emergency Medical Services, if necessary, a hospital with a hospital emergency ward, trauma centre, trauma centre for children or organizational units of a hospital, specialized in providing emergency medical services, provides immediate medical transport of a trauma patient, trauma child patient or a person in a state of emergency to the nearest medical facility of a medical entity providing health care services to the appropriate extent.

Point 4. *Medical transport teams* – provide health care services to patients if sanitary transport is necessary between healthcare providers performing guaranteed services in the field of hospital treatment, in the following disease states: respiratory failure requiring artificial ventilation, cardiovascular failure, conditions requiring surgical and postoperative intervention, other (e.g. convulsions) – in accordance with the Regulation of the Minister of Health of 15 February 2019 amending the Regulation on guaranteed services in the field of hospital treatment (Journal of Laws 2019, item 401).

### Section 3

1. Column 1 *Number of calls to the occurrence places* must be less than or equal to the number of people who received health care benefits (column 2). During one call, emergency medical activities may be provided to one or more persons. The number of calls does not include those in which the service was not provided (so-called empty departure).

2. Row 6 *Others* – due to the presence of a situation in the patient's health, such as loss of consciousness or fainting, which may occur outside the patient's home, e. g. in the street, church, shop, etc., the persons who have received health care benefits should be indicated in this row.

### Section 4

*To be completed in the units that marked the answer in section 2 in points: 1.3. or 2.3.a*

This section concerns medical services provided in the admission room of a hospital or hospital emergency ward, which were included in the voivodship action plan of the system and entered into the list of hospital emergency wards, trauma centres, trauma centres for children and an organizational units of a hospital, specialized in providing emergency medical services in the voivodship, conducted by the voivode.

### Section 5

*To be completed by the units that marked point 1.3 in section 2.*

### Section 6

*Row 1 is completed by the units that marked point 2.1 in Section 2.*

*Row 2 is completed by the units that marked point 2.2 in Section 2.*

*Row 3 is completed by the units that marked point 2.3 in section 2.*

1. Column 4 *Average number of beds* refers to the reporting period. The average number of beds is calculated by adding up the number of beds as at the end of each month of the year and dividing by 12.

2. Column 8 *Beddays* – a bedday is a calculation (reporting) unit covering diagnostic, therapeutic, rehabilitation and nursing services provided during one day of a patient's stay in a 24-hour day ward. Bed-days should be given when the patient stayed in the ward for more than a day. The day of admission and discharge should be counted as one bed-day, except for daily wards.

### Section 7

It applies to people employed in the system for whom it is the main or additional workplace (division 7 points 1, 2, 3, 4, 5).


1. *Physician of the emergency medical services* – a person who meets the requirements specified in Art. 3 point 3 of the Act of 8 September 2006 on State Emergency Medical Services.

2. *Nurse of the emergency medical services* – a person who meets the requirements specified in Art. 3 point 6 of the Act of 8 September 2006 on State Emergency Medical Services.

3. *Paramedic* – a person who meets the requirements specified in Art. 10 and art. 58 sec. 1 of the Act of 8 September 2006 on State Emergency Medical Services.

4. *Voivodship coordinator of emergency medical services* – this is the person referred to in art. 29 sec. 1 and sec. 6 of the Act of 8 September 2006 on State Emergency Medical Services.

5. *Medical dispatcher* – a person who meets the requirements specified in Art. 26 sec. 2 point 2 and in art. 58 sec. 3 of the Act of 8 September 2006 on State Emergency Medical Services.

 <b>STATISTICS POLAND</b> , al. Niepodległości 208, 00-925 Warszawa <a href="http://www.stat.gov.pl">www.stat.gov.pl</a>		
Name and address of the reporting unit	<b>ZD-5</b>  <b>Report on pharmacy and pharmaceutical outlet</b>  <hr/> <b>as of 31 XII 2020</b>	GUS reporting portal portal.stat.gov.pl  Statistical Office 31- 223 Kraków Kazimierza Wyki Street 3
Identification number – REGON		Deadline for data transmission: until 29 February 2021

The obligation to transmit data arises from art. 30, paragraph 1 (3) of the Law of 29 June 1995 on Official Statistics (Journal of Laws 2020, item 443).

Data collected on this form are subject to absolute protection according to the principle of statistical confidentiality (art. 10 of the Act on Official Statistics)

--

*(e-mail address of the secretariat of the reporting unit - COMPLETE IN CAPITAL LETTERS)*

### Section 1. General data <sup>a)</sup>

<b>1</b>	Type of pharmacy	<b>1</b>	generally available pharmacy
		<b>2</b>	dispensary
		<b>3</b>	pharmaceutical outlet
<b>2</b>	The unit conducts the sales of medical products by mail order using the website	<b>1</b>	yes
		<b>2</b>	no
<b>3</b>	The pharmacy has night duty	<b>1</b>	permanently
		<b>2</b>	temporary
		<b>3</b>	has not night duty
<b>4</b>	Adjustments of unit to the needs of disabled persons <sup>b)</sup>	<b>1</b>	entry ramps/platforms to facilitate entry into the building
		<b>2</b>	entrance door to the building automatically open
		<b>3</b>	lift/s
		<b>4</b>	adaptations for blind and visually impaired people
		<b>5</b>	adaptations for deaf and hearing impaired people
		<b>6</b>	anti-slip floors
		<b>7</b>	others
		<b>8</b>	lack of adaptations

<sup>a)</sup> Please mark the appropriate answer along with the number symbol. <sup>b)</sup> More than one answer may be marked.

### Section 2. Employed in pharmacy, pharmaceutical outlet – by the main workplace <sup>a)</sup>

Employees		in persons	
0		1	
Total		<b>1</b>	
of which	pharmacists	<b>2</b>	
	incl. trainees:	<b>3</b>	
	from row 2 – women	<b>4</b>	
	pharmaceutical technicians	<b>5</b>	
	from row 5 – women	<b>6</b>	

<sup>a)</sup> In section 2 the number of employed for whom this is the main (first) workplace should be provided. The total number of employees also includes owners and co-owners of pharmacies (pharmaceutical outlets), if they work in a given establishment. In case that the owner has several pharmacies (pharmaceutical outlets), he should be included in one establishment. People who have several jobs decide for themselves which job is their main workplace. Row 1 should cover all employees working in the establishment, including non-medical staff (e.g. cashier, manual workers).

