

2015 Residence Codes

Health Data Branch, Ministry of Health and Long-Term Care

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INTRODUCTION

The Ministry of Health and Long-Term Care Residence Coding Files presents a classification system for patient residence information. This coding system provides a framework to determine referral patterns to various health care facilities as well as a means to determine the geographical spread of diseases.

A unique four-digit number has been assigned to each municipality and populated Indian Reserve or Settlement in the province. Where an area is not municipally organized, the four-digit number referred to one or a grouping of census enumeration areas.

The first two digits of the code represent the geographic county, district or regional municipality in which the place is located. Digits three and four identify municipalities within the county, or areas of the county if the area is not municipally organized, or Indian Reserves and Settlements.

The importance of correct coding cannot be over emphasized. Residence Coding provides part of the basis for hospital and other facility's planning and funding, as well as a crucial part in disease surveillance, public health expenditures, physician referral patterns and other community based services.

The key to good coding requires a thorough understanding and correct application of the information contained in these files.

Please note that due to space limitations on field lengths, some municipal names have been truncated or abbreviated and do not necessarily constitute legal names.

GENERAL INFORMATION

Alphabetic File (AlphFinal 2015.txt)

The file contains place names in Ontario listed alphabetically with code numbers, and also code numbers for all other Provinces of Canada, U.S.A. and the rest of the World.

Numeric File (NumFinal 2015.xlsx)

This file is organized in ascending residence code order. Only **place names** with a place type assigned are listed (for Ontario).

Local Government Changes

The listing of residence codes is updated annually to incorporate municipal boundary and name changes. This year's Residence Codes includes changes that have taken place up to and including March 31, 2015.

If you have any questions, please contact:

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CODING PROCEDURES

How to select the correct code

There are many duplicate and triplicate place names in Ontario. When using the alphabetic listing file, care must be taken to read the entire line of the listing, and to compare all listings with the same place name.

The following is an example of a listing from the AlphFinal 2015.txt file for a place name that is common to more than one place:

Res Code	Place	Place Type	Municipality or Township	County or Others
4804	Baldwin	TP	None	Sudbury
3907	Baldwin	n/a	Georgina	York

The 'Municipality or Township' and 'County' columns give information concerning location. The 'Municipality' column will identify the location of the community. The 'Place Type' column describes the type/name of the place – i.e. city, town, village, municipality, township, Indian Reserve, etc. As in the previous edition, the 'Type' column no longer identifies municipal status. When a place is municipally organized, the 'Place Type' is part of the municipal name (e.g. Baldwin TP stands for the Township of Baldwin). A blank in the 'Place Type' column indicates an unincorporated community.

As in previous editions, Ontario county/district residence codes ending with '00' have been removed. Residence code numbers ending in '00' refer to unidentified municipality, which cannot be included in the referral pattern for any hospital. The municipality code is required since referral patterns are traced to the local municipality level where they can be matched with the corresponding population projection. Coding '00' for the municipality could result in a hospital receiving less credit than it deserves. Similarly, a localized pattern of disease may be masked in the county total or the whole county may be unfairly labelled with a health problem when it is really an isolated area of occurrence.

AIDS TO CODING

Place names (but not postal addresses) can be located alphabetically within the AlphFinal 2015.txt file.

Rural route numbers and box numbers do not provide sufficient residence information for locating the correct code. The residence of the patient to be coded is the patient's **municipal residence, not postal address**. For these postal addresses, it is necessary to learn the city, town, village or township in which the patient resides. For example: R.R.1 Wyoming, Ontario is located within Enniskillen Township, Lambton County, and should be coded with the number for Enniskillen Township. If necessary, verify residence information with the patient or the patient's family.

Tourists are classified according to their permanent residence. If the permanent residence is outside Ontario, refer to the codes at the end of the NumFinal 2015.xlsx file. For patients with no permanent address, assign the code of the place/municipality where the patient is living at the time the service is provided.

Indian Reserves and Indian Settlements are listed by the name of the settlement in the AlphFinal 2015.txt file (Saugeen 29 IR Bruce 0232). Only those Indian Reserves or Settlements recognized by Statistics Canada are given a unique number. All other Indian Reserves or Settlements are grouped under the appropriate code, usually a neighbouring reserve or settlement owned by the same band. For those places not given a unique code, refer to the AlphFinal 2015.txt file.

Unorganized and unsurveyed areas in districts of Northern Ontario are identified with one code per district. For patients living in named settlements of unorganized areas, a code is listed by name of the settlement. For patients who do not reside in a settlement, or an organized or surveyed municipality, a code is provided for the name of the district and denoted as 'unsurveyed'. Look up the settlement name in the AlphFinal 2015.txt file to obtain the residence code.

Note: 8136 5214 refers to the geographic location in terms of longitude and latitude for the place, Albany Post (i.e. 81° 36' West, 52° 14' North).

Example:

Res Code	Place	Place Type	Municipality or Township	County or Others
4199	Albany Post	n/a	Unorg. -8136 5214	Cochrane
4099	Algoma District	UN	Unsurveyed Area	Algoma

ABBREVIATIONS FOR PLACE TYPE

Code	Place Type
C	City
CO	County
DS	District
IR	Indian Reserve
IS	Indian Settlement
M	Municipality
PR	Province (Canada)
RG	Regional Municipality (District Municipality) (Region)
ST	State (U.S.)
T	Town
TP	Township
UN	Unorganized
V	Village

LHIN code 'SH' in the NumFinal 2015.xlsx file

SH = Shared LHIN

County/RM	Residence Code	Municipality Name	LHIN Codes
Grey	0731	Blue Mountains	02, 12
Grey	0739	Grey Highlands	02, 12
Grey	0740	West Grey	02, 03
Haldimand & Norfolk	0832	Norfolk County	02, 04
Toronto	1811	Toronto	05, 06, 07, 08, 09
Peel R.M.	2721	Mississauga	05, 06
Simcoe	3319	Essa	08, 12
Simcoe	3343	Adjala-Tosorontio	08, 12
York R.M.	3905	Vaughan	05, 08

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RESIDENCE CODING MANUAL UPDATES *April 1, 2015*

FORMERLY	CHANGED TO
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Place	County Or District	Type	OLD Res Code	County Or District	Type	NEW Res Code	Action
Byshe etc.	Kenora P.P.	TP	4227	Kenora	TP	4227	District Name change
Agnew etc.	Kenora P.P.	TP	4228	Kenora	TP	4228	District Name change
Pickle Lake	Kenora P.P.	TP	4229	Kenora	TP	4229	District Name change
Ball etc.	Kenora P.P.	TP	4230	Kenora	TP	4230	District Name change
Fort Albany 67	Kenora-Coch.	IR	4238	Kenora	IR	4238	District Name change
Red Lake	Kenora P.P.	M	4282	Kenora	M	4282	District Name change
Sabaskong Bay 35C	Kenora R.R.	IR	4284	Kenora	IR	4284	District Name change
Sioux Narrows-Nestor	Kenora R.R.	TP	4292	Kenora	TP	4292	District Name change

County Or District	Place	OLD Res Code	Place	NEW Res Code	Action
Kenora	None	None	McKenzie Portage	4258	New place
Kenora	None	None	Obashikaandagaang	4258	New place
Kenora	None	None	Wash Bay	4258	New place
Kenora	None	None	Washagamis Bay	4258	New place
Kenora	Kenora & Kenora P.P.	4299	Kenora	4299	Place name change

