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# Adult Social Care Data Collection Specification

# Document management

## Revision History

Version	Date	Summary of Changes
1.0	27/06/2019	Publication of first Specification.
2.0	30/11/2022	Uplifted for publication following review and approval by Information Asset Owner.
3.0	03/08/2023	Uplifted for publication following final approval by Information Asset Owner sign-off by Associate Director of Information Governance.
3.1	15/11/2023	Updated to reflect cessation of Short and Long Term (SALT) activity return collection
3.2	11/12/2023	Updated following review by Analytical Section Head
3.3	26/01/2024	Updated to remove references to the pausing of Guardianship under the Mental Health Act 1983
3.4	08/02/2024	Updated following review by Head of Capacity Tracker & Data Briefing, Social Care Data & Analysis - DHSC
3.5	19/04/2024	Updated following review by Information Governance Lead.
3.6	04/06/2024	Updated following further review by Information Governance Lead.
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## Reviewers

This document must be reviewed by the following people:

Reviewer name	Title / Responsibility	Date	Version
REDACTED	Analytical Section Head	08/12/2023	3.1
REDACTED	Head of Capacity Tracker & Data Briefing, Social Care Data & Analysis - DHSC	02/02/2024	3.3
REDACTED	Information Governance Lead, Data and Analytics	03/05/2024	3.5

## Approved by

This document must be approved by the following people:

Name	Signature	Title	Date	Version
REDACTED		Head of Medicines & Adult Social Care Data Products & Developments/ Information Asset Owner	16/07/2024	3.6

## Glossary of Terms

<b>Term / Abbreviation</b>	<b>What it stands for</b>
ASC-FR	Adult Social Care Finance Return
ASC-DOB	Adult Social Care Data Outcomes Board
ASCOF	Adult Social Care Outcomes Framework
ASCS	Adult Social Care Survey
CASSRs	Councils with Adult Social Services Responsibilities
DASS	Director of Adult Social Services
DPA	Deferred Payment Agreement
DHSC	Department of Health and Social Care
DoLS	Deprivation of Liberty Safeguards
DLUHC	Department for Levelling Up, Housing and Communities
NAO	National Audit Office
PSS-EX1	Personal Social Services Expenditure and Unit Costs Return
PQs	Parliamentary Questions
SAC	Safeguarding Adults Collection
SACE	Survey of Adult Carers in England
SDCS	Strategic Data Collection Service

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## Purpose of this Document

This document sets out the requirements for Adult Social Care Collections and should be read alongside the [Adult Social Care Collections Directions 2019](#) issued by the Secretary of State for Health and Social Care (Secretary of State).

## Introduction / Purpose of Data Collection

NHS England collects the agreed mandated information from Councils with Adult Social Services Responsibilities (**CASSRs**) in England. The Directions that the Secretary of State has issued to NHS England enables the collection and provision of analysis in relation to adult social care services in England. The purpose of these collections is to enable key aspects of the provision of adult social care services across England to be assessed at a national, regional and local level.

The 2012 Act gives NHS England statutory powers, under section 259(1), to require data from health or social care bodies, or organisations that provide health or adult social care in England, where it has been directed to establish an information system by the Secretary of State. Organisations that are in scope of the Data Provision Notice are legally required, under section 259(5) of the 2012 Act, to provide the data in the form and manner specified in the Notice.

Adult social care data is either collected by CASSRs through their case management and administration systems with the data submitted annually to NHS England for secondary uses; or via nationally defined surveys which are administered by the local authority. The retention period for each data collection is eight years.

The current adult social care data collections cover:

- (A) Safeguarding Adults Collection (**SAC**)
- (I) Guardianship under the Mental Health Act 1983
- (I) Mental Capacity Act 2005, Deprivation of Liberty Safeguards (**DoLS**)
- (S) Personal Social Services Adult Social Care Survey, England (**ASCS**)
- (S) Personal Social Services Survey of Adult Carers in England (**SACE**)
- (A) Adult Social Care Finance Return (**ASC-FR**)
- (A) Deferred Payment Agreements (**DPA**)
- (A) Registered Blind and Partially Sighted Collection

These national adult social care data collections are either aggregated (A) counts of service users, carers and events, individual client level (I) or surveys (S). Some of the Adult Social Care data NHS England collects also populates the Adult Social Care Outcomes Framework (**ASCOF**). This measures how well the care and support services achieve the outcomes that matter most to people.

These Directions aim to clarify the requirements and delete the historical reliance on the commencement order in place for these collections. A commencement order is a Statutory Instrument that brings into force all or part of an Act of Parliament at a date later than the date the 2012 Act was passed.

## Summary of Adult Social Care Collections - Short and Long Term (SALT) activity return

The SALT activity return data collection ceased on 31 March 2024. Data will however continue to be held for analytics purposes and reporting.

The publication relates to the social care activity of Councils with Adult Social Services Responsibilities (CASSRs) in England. It is an annual publication based on data drawn from council administrative systems.

## Data collection

Data was extracted locally by local authorities on an annual basis from their internal case management systems and utilised to populate the data proforma provided by NHS England. Once compiled this information was checked and signed off by the Director of Adult Social Services (DASS) and submitted to NHS England via the Strategic Data Collection Service (SDCS).

## Analysis and outputs

The annual publications report, including breakdowns by local authority, merges data collected as part of the Adult Social Care Finance Return (ASC-FR) to provide contextual information. The 2023-24 annual publications report, due to be published on 31/10/2024 will be the final report published using SALT data, after which all metrics contained in the report, which were previously produced using SALT data, will be produced using Adult Social Care Client Level Data.

Data was used to populate online interactive data reporting tools and can still be found on the 'Dashboards' section of the [Adult Social Care data hub](#).

The publication is free to access online and the majority of users will access the report without being known to NHS England.

## Safeguarding Adults Collection (SAC)

The purpose of the collection is to monitor safeguarding activity, with reference to the Care Act 2014, within local authorities in England.

The main output is an annual report which is deemed to be experimental statistics and presents aggregated information about adults at risk for whom there were active safeguarding concerns or enquiries which were opened and/or closed during the reporting period. A safeguarding concern is where a council is notified about a risk of abuse that instigates an investigation (enquiry) under the local safeguarding procedures.

### Inclusion criteria

England only.

### Exclusion criteria

Data is collected for individuals aged 18 years and over.

### Data collection

Data is extracted locally by local authorities on an annual basis from their internal case management systems and is utilised to populate the data proforma provided by NHS England. Once compiled this information is checked and signed off by the Director of Adult Social Services (**DASS**) and submitted to NHS England via the Strategic Data Collection Service (**SDCS**).

### Guidance documentation and proforma

These documents are published and updated annually; they can be found on the [Adult Social Care data hub](#).

## Data linkage

None.

## Analysis and outputs

Annual publication including breakdowns by local authority.

Used to populate online interactive data reporting tools found on the [Adult Social Care data hub](#).

## Users and Uses of the Data

### Department of Health and Social Care (DHSC)

- inform policy monitoring
- speeches and briefings for ministers and senior officials
- parliamentary questions and prime minister's questions
- media enquiries and other correspondence

### Councils with Adult Social Services Responsibilities (CASSRs)

Different councils use the publication in different ways, including:

- answering freedom of information requests
- benchmarking against other councils
- measuring/monitoring local safeguarding practice
- service development, planning and improvement
- management information, local reporting and accountability

### National Audit Office (NAO)

To produce reports and briefings which typically relate to demonstrating value for money has been achieved.

### Unknown Users

The publication is free to access online and the majority of users will access the report without being known to NHS England.

## Guardianship under the Mental Health Act 1983

The purpose of the collection is to monitor Guardianship activity, with reference specifically to Sections 7 and 37 of the Mental Health Act 1983, for local authorities within England.

The main output is an annual report which is deemed to be national statistics and presents information on Guardianship under the Mental Health Act 1983 as a framework of care to help a person achieve as independent a life as possible, whilst protecting their safety or that of others.

### Inclusion criteria

England only.

### Exclusion criteria

Data is collected for individuals aged 18 and over.

### Data collection

Data is extracted locally by local authorities on a biennial basis from their internal case management systems and utilised to populate the data proforma provided by NHS England for both the preceding two years. Once compiled this information is checked and signed off by the Director of Adult Social Services (**DASS**) and submitted to NHS England via the Strategic Data Collection Service (**SDCS**).

### **Guidance documentation and proforma**

These documents are published and updated biennially; they can be found on the [Adult Social Care data hub](#).

### **Data linkage**

None.

### **Analysis and outputs**

Biennial publication including breakdowns by local authority.

Used to populate online interactive data reporting tools found on the [Adult Social Care data hub](#).

## **Users and Uses of the Data**

### **Department of Health and Social Care (DHSC)**

- inform policy monitoring
- speeches and briefings for ministers and senior officials
- parliamentary questions and prime minister's questions
- media enquiries and other correspondence

### **Councils with Adult Social Services Responsibilities (CASSRs)**

Different councils use the publication in different ways, including:

- answering freedom of information requests
- benchmarking against other councils
- measuring/monitoring local performance
- service development, planning and improvement
- management information, local reporting and accountability

### **National Audit Office (NAO)**

To produce reports and briefings which typically relate to demonstrating value for money has been achieved.

### **Unknown Users**

The publication is free to access online and the majority of users will access the report without being known to NHS England.

## **Mental Capacity Act 2005, Deprivation of Liberty Safeguards (DoLS)**

The purpose of the collection is to monitor DoLS activity, with reference to the Mental Capacity Act 2005, within local authorities in England,

The main output is an annual report, deemed to be an Official Statistic, which presents information on active DoLS applications under the Mental Capacity Act 2005.

The DoLS are a legal framework that exist to ensure that individuals who lack the mental capacity to consent to the arrangements for their care, where such care may (because of restrictions imposed on an individual's freedom of choice or movement) amount to a "deprivation of liberty", have the arrangements independently assessed to ensure they are in the best interests of the individual concerned.

### **Inclusion criteria**

England only.

### **Exclusion criteria**

Data is collected for individuals aged 18 years and over.

### **Data collection**

Data is extracted locally by local authorities on an annual basis from their internal case management systems and record level data is provided by NHS England. Once compiled this information is checked and signed off by the Director of Adult Social Service (**DASS**) and submitted to NHS England via the Strategic Data Collection Service (**SDCS**).

### **Guidance documentation and proforma**

These documents are published and updated annually; they can be found on the [Adult Social Care data hub](#).

### **Data linkage**

None.

### **Analysis and outputs**

Annual publication including breakdowns by local authority.

Used to populate online interactive data reporting tools found on the [Adult Social Care data hub](#).

## **Users and Uses of the Data**

### **Department of Health and Social Care (DHSC)**

- inform policy monitoring
- speeches and briefings for ministers and senior officials
- parliamentary questions and prime minister's questions
- media enquiries and other correspondence

### **Councils with Adult Social Services Responsibilities (CASSRs)**

Different councils use the publication in different ways, including:

- answering freedom of information requests
- benchmarking against other councils
- measuring/monitoring local performance

- service development, planning and improvement
- management information, local reporting and accountability

### Care Quality Commission

- inform service planning
- provide contextual information
- inspection reporting
- inclusion in 'State of Care' annual report

### National Audit Office (NAO)

To produce reports and briefings which typically relate to demonstrating value for money has been achieved.

### Unknown Users

The publication is free to access online and the majority of users will access the report without being known to NHS England.

## Personal Social Services Adult Social Care Survey, England (ASCS)

The ASCS is an annual national survey conducted by Councils with Adult Social Services Responsibilities (**CASSRs**) in England. It gathers information from service users aged 18 years and over in receipt of long-term support services funded or managed by social services.

The six main areas the ASCS collects data on are:

1. Overall satisfaction with care and support
2. Quality of life
3. Knowledge and information about available social care services
4. Health and wellbeing
5. Layout of home and surrounding area
6. Help from others

The ASCS seeks to learn more about how effectively services are helping service users to live safely and independently in their own homes, and the impact that these services have on their quality of life.

### Inclusion criteria

England only, although City of London and Isle of Scilly are not expected to participate in the survey due to their small populations.

### Exclusion criteria

Data is collected for individuals aged 18 years and over in receipt, at the point of data extraction, of long-term support services funded or managed by social services following a full assessment of need.

### Data collection

Data is collected locally by local authorities on an annual basis through the provision of the survey to a sample of the cohort population. This is then collated locally. Once compiled, this information is checked and signed off by the Director of Adult Social Service (**DASS**). An anonymised version of this compiled and checked dataset is then submitted to NHS England via the Strategic Data Collection Service (**SDCS**).

### Guidance documentation and proforma

These documents are published and updated annually; they can be found on the [Adult Social Care data hub](#).

### Data linkage

None.

### Analysis and outputs

Annual publication including breakdowns by local authority.

Used to populate online interactive data reporting tools found on the [Adult Social Care data hub](#).

## Users and Uses of the Data

### Department of Health and Social Care (DHSC)

- inform policy monitoring
- speeches and briefings for ministers and senior officials
- parliamentary questions and prime minister's questions
- media enquiries and other correspondence

### Councils with Adult Social Services Responsibilities (CASSRs)

Different councils use the publication in different ways, including:

- answering freedom of information requests
- benchmarking against other councils
- measuring/monitoring local performance
- service development, planning and improvement
- management information, local reporting and accountability

### National Audit Office (NAO)

To produce reports and briefings which typically relate to demonstrating value for money has been achieved.

### Academics and other known users

As an example, the data is used by the Personal Social Services Research Unit (**PSSRU**) at the University of Kent to explore and understand variations in quality and outcomes in social care services. The results of these analyses are used to feed into social care policy and practice. In particular, the work helps inform the Adult Social Care Outcomes Framework (**ASCOF**).

### Unknown Users

The publication is free to access online and the majority of users will access the report without being known to NHS England.

## Personal Social Services Survey of Adult Carers in England (SACE)

The SACE is a biennial survey. It is conducted by Councils with Adult Social Care Responsibilities (**CASSRs**) and covers carers aged 18 years or over, caring for a person aged 18 years or over, who have been assessed or reviewed by social services (or where the cared-for person has received respite or another form of carer support) during the 12 months prior to the sample being extracted.

The main areas the SACE collects data on are:

- the carer
- the experience of support and information received
- the impact of caring on quality of life
- the person receiving care

The SACE seeks carers' opinions on a number of topics that are considered to be indicative of a balanced life alongside their caring role.

### Inclusion criteria

England only, although City of London and Isle of Scilly are not expected to participate in the survey due to their small populations.

### Exclusion criteria

Data is collected for carers aged 18 years and over, caring for a person aged 18 years or over.

### Data collection

Data is collected locally by local authorities on a biennial basis through the provision of the survey to a sample of the cohort population. This is then collated locally. Once compiled this information is checked and signed off by the Director of Adult Social Service (**DASS**). An anonymised version of this compiled and checked dataset is then submitted to NHS England via the Strategic Data Collection Service (**SDCS**).

### Guidance documentation and proforma

These documents are published and updated biennially; they can be found on the [Adult Social Care data hub](#).

### Data linkage

None.

### Analysis and outputs

Biennial publication including breakdowns by local authority.

Used to populate online interactive data reporting tools found on the [Adult Social Care data hub](#).

## Users and Uses of the Data

### Department of Health and Social Care (DHSC)

- inform policy monitoring
- speeches and briefings for ministers and senior officials
- parliamentary questions and prime minister's questions
- media enquiries and other correspondence

## Councils with Adult Social Services Responsibilities (CASSRs)

Different councils use the publication in different ways, including:

- answering freedom of information requests
- benchmarking against other councils
- measuring/monitoring local performance
- service development, planning and improvement
- management information, local reporting and accountability

## National Audit Office (NAO)

To produce reports and briefings which typically relate to demonstrating value for money has been achieved.

## Academics and other known users

As an example, the data is used by the Personal Social Services Research Unit (**PSSRU**) at the University of Kent to explore and understand variations in quality and outcomes in social care services. The results of these analyses are used to feed into social care policy and practice. In particular, the work helps inform the Adult Social Care Outcomes Framework (**ASCOF**).

## Unknown Users

The publication is free to access online and the majority of users will access the report without being known to NHS England.

## Adult Social Care Finance Return (ASC-FR)

The ASC-FR replaced the Personal Social Services Expenditure and Unit Costs Return (**PSS-EX1**) in 2014-15 and reflects important aspects of the principles underpinning the transformation of social care. This collection provides information on expenditure by Councils with Adult Social Services Responsibilities (**CASSRs**) on services for adults aged 18 years and over by service provision and primary support reason.

Information on a number of accounting categories is also included such as income from the NHS, grants provided to voluntary organisations and gross and net expenditure. It is also used for the calculation of unit costs – the cost of adult social services per person per week.

The purpose of the ASC-FR is to provide central government and local authorities with financial information to assess their performance in relation to their peers. It is also available for use by researchers looking at CASSRs' performance and by service users and the public to hold CASSRs and the Government to account. The data is also used to produce the Adult Social Care Activity and Finance National Statistics publication, along with metrics from the Client-Level Adult Social Care Data collection.

NHS England is working closely with the Department of Health and Social Care (**DHSC**) and the Ministry of Housing Communities and Local Government (**MHCLG**) to understand differences

between this collection and the RO3 return submitted by local authorities to MHCLG, with a view that in the future these will be exactly comparable.

Data is provided annually by 152 CASSRs.

### **Inclusion criteria**

England only.

### **Exclusion criteria**

Data is collected for individuals aged 18 years and over.

### **Data collection**

Data is extracted locally by local authorities on an annual basis from their internal case management systems and utilised to populate the data proforma provided by NHS England. Once compiled this information is checked and signed off by the Director of Adult Social Service (**DASS**) and submitted to NHS England via the Strategic Data Collection Service (**SDCS**).

### **Guidance documentation and proforma**

These documents are published and updated annually; they can be found on the [Adult Social Care data hub](#).

### **Data linkage**

None.

### **Analysis and outputs**

Annual publication including breakdowns by local authority.

Used to populate online interactive data reporting tools found on the [Adult Social Care data hub](#).

## **Users and Uses of the Data**

### **Department of Health and Social Care (DHSC)**

- inform policy monitoring
- speeches and briefings for ministers and senior officials
- parliamentary questions and prime minister's questions
- media enquiries and other correspondence

### **Councils with Adult Social Services Responsibilities (CASSRs)**

Different councils use the publication in different ways, including:

- answering freedom of information requests
- benchmarking against other councils
- measuring/monitoring local performance
- service development, planning and improvement
- management information, local reporting and accountability

### **National Audit Office (NAO)**

To produce reports and briefings which typically relate to demonstrating value for money has been achieved.

### Unknown Users

The publication is free to access online and the majority of users will access the report without being known to NHS England.

## Deferred Payment Agreements (DPA)

This collection was introduced on a voluntary basis in 2015-16 and became fully mandatory in 2017-18.

Through the Care Act 2014, and the secondary legislation the Department of Health and Social Care (**DHSC**) has laid under it, the deferred payments scheme has been extended so that it is available throughout England. All local authorities are required to offer DPA to people who meet certain criteria governing eligibility for the scheme.

By taking out a DPA, a person can 'defer' or delay paying the costs of their care and support until a later date, the local authority paying their costs on an interim basis and being repaid at a later date (typically from the proceeds of the sale of their home).

Collecting this data allows measurement of the uptake of DPA and how well councils are complying with the regulations. DPA are intended to reduce the stress and anxiety on individuals and their families when the need for social care support arises and full cost or contributions are required to secure that support. The data was also included in the 2015-16 Personal Social Services: Expenditure and Unit Costs National Statistics publication as experimental statistics.

Data is provided annually by 152 Councils with Adult Social Services Responsibilities (**CASSRs**) on the following main areas:

- the number of DPA (new and outstanding)
- the associated £value of the DPA (new and outstanding)
- further detail on new requests
- further detail on recovered DPA

### Inclusion criteria

England only.

### Exclusion criteria

Data is collected for individuals aged 18 years and over.

### Data collection

Data is extracted locally by local authorities on an annual basis from their internal case management systems and utilised to populate the data proforma provided by NHS England. Once compiled this information is checked and signed off by the Director of Adult Social Service (**DASS**) and submitted to NHS England via the Strategic Data Collection Service (**SDCS**).

### Guidance documentation and proforma

These documents are published and updated annually, they can be found on the [Adult Social Care data hub](#).

### Data linkage

None.

## Analysis and outputs

Annual publication including breakdowns by local authority.

Used to populate online interactive data reporting tools found on the [Adult Social Care data hub](#).

## Users and Uses of the Data

### Department of Health and Social Care (DHSC)

- inform policy monitoring
- speeches and briefings for ministers and senior officials
- parliamentary questions and prime minister's questions
- media enquiries and other correspondence

### Councils with Adult Social Services Responsibilities (CASSRs)

Different councils use the publication in different ways, including:

- answering freedom of information requests
- benchmarking against other councils
- measuring/monitoring local performance
- service development, planning and improvement
- management information, local reporting and accountability

### National Audit Office (NAO)

To produce reports and briefings which typically relate to demonstrating value for money has been achieved.

### Unknown Users

The publication is free to access online and the majority of users will access the report without being known to NHS England.

## Registered Blind and Partially Sighted Collection

Registration with the local authority entitles a person to certain concessions and allowances.

For people to be registered as blind or partially sighted they must have a Certificate of Vision Impairment from a consultant ophthalmologist. The certificate is sent by the hospital to the social services department and the certification office at Moorfields Eye Hospital.

People that have a Certificate of Vision Impairment choose whether or not to be included in their local authority's register of blind or partially sighted people; registration is not automatic. This means that not everybody that has been certified as having vision impairment is recorded on a local authority register. In addition, some local authorities have informed NHS England that there are difficulties in providing some elements of the data. For these reasons the data cannot be considered to provide a definitive number of blind and partially sighted people.

The data collection includes all people registered as blind or partially sighted, not just those who were assessed or in receipt of a service. Data is provided to NHS England by the 152 Councils with Adult Social Services Responsibilities (**CASSRs**) in England.

The data collected relates to the number of people on the registers at the end of the reporting period and new registrations within the period. This data collection is carried out every three years.

## Statutory Obligation to Maintain a Register

Section 77, Subsection 1 of the Care Act 2014 states that ‘a local authority must establish and maintain a register of sight-impaired and severely sight-impaired adults who are ordinarily resident in its area’.

## Inclusion criteria

England only.

## Exclusion criteria

Data is collected for all individuals.

## Data collection

Data is extracted locally by local authorities every three years. Once compiled this information is checked and signed off by the Director of Adult Social Service (**DASS**) and submitted to NHS England via the Strategic Data Collection Service (**SDCS**).

## Guidance documentation and proforma

These documents are published and updated triennially; they can be found on the [Adult Social Care data hub](#).

## Data linkage

None.

## Analysis and outputs

Triennial publication including breakdowns by local authority.

## Users and Uses of the Data

### Department of Health and Social Care (DHSC)

- inform policy monitoring
- speeches and briefings for ministers and senior officials
- parliamentary questions and prime minister’s questions
- media enquiries and other correspondence

### Councils with Adult Social Services Responsibilities (CASSRs)

Different councils use the publication in different ways, including:

- answering freedom of information requests
- benchmarking against other councils
- measuring/monitoring local performance
- service development, planning and improvement
- management information, local reporting, accountability

### National Audit Office (NAO)

To produce reports and briefings which typically relate to demonstrating value for money has been achieved.

### Unknown Users

The publication is free to access online and the majority of users will access the report without being known to NHS England.

## Other Activities

- Membership of the Adult Social Care Data and Outcomes Board (**ASC-DOB**)
- Membership, and Joint Chairs, of the Data Delivery Action Group (**DDAG**)
- Membership of the UK Health Statistics Steering Group's (**UKSSG**) ASC theme group
- Membership of the Four Nations ASC group
- Lead working groups
- Manage the provision of [guidance documentation and proforma](#)
- Change management processes

## Overarching Requirements

### Publications

Publications produced as part of this activity will follow the [Code of Practice for Statistics](#). From time to time, as new analysis develops, and/or new sources of data become available, these publications may be added to. It is expected that these will be released as experimental official statistics. For major developments, a consultation takes place.

### Devolved administrations

The work included in this specification relates to England only.

### Linkage to other Databases

Linkage to other datasets is not possible as many of these collections are aggregated or do not include the required information to undertake such work - e.g. identifiers such as NHS number are not collected.

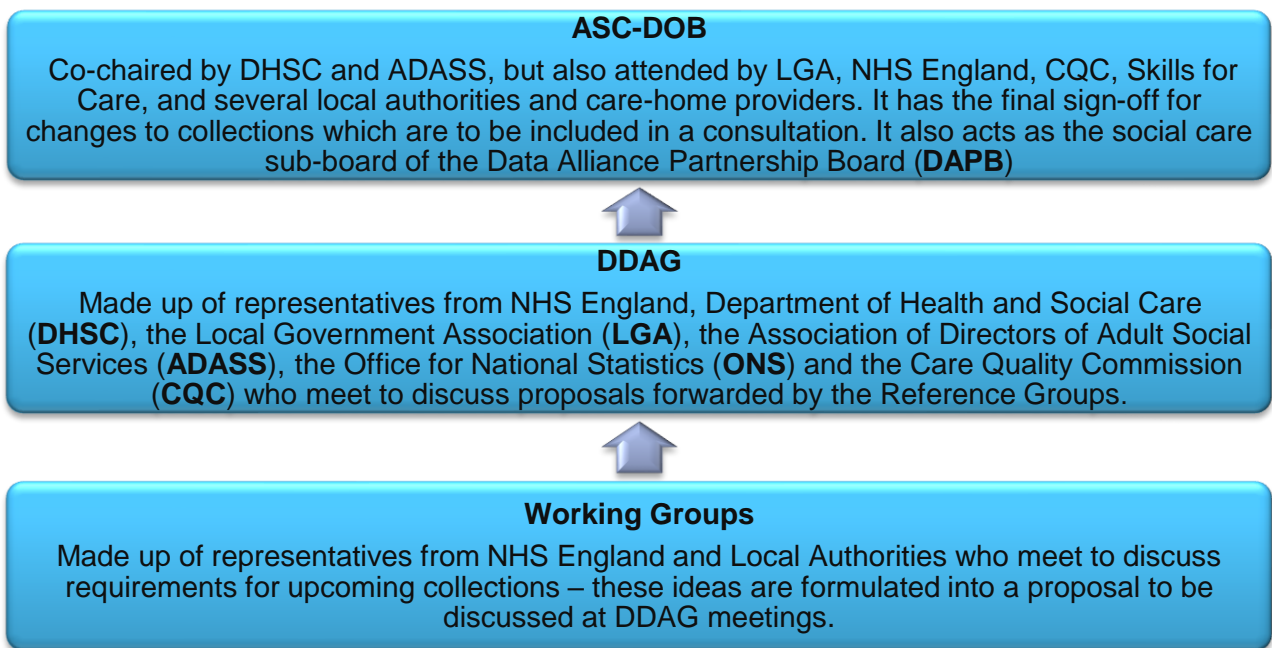
### Historical data

Adult social care data in its current format, following the Zero-Based Review, provides access to a historical series from 2014-15. NHS England is the data controller for this historical data.

### Governance Structure

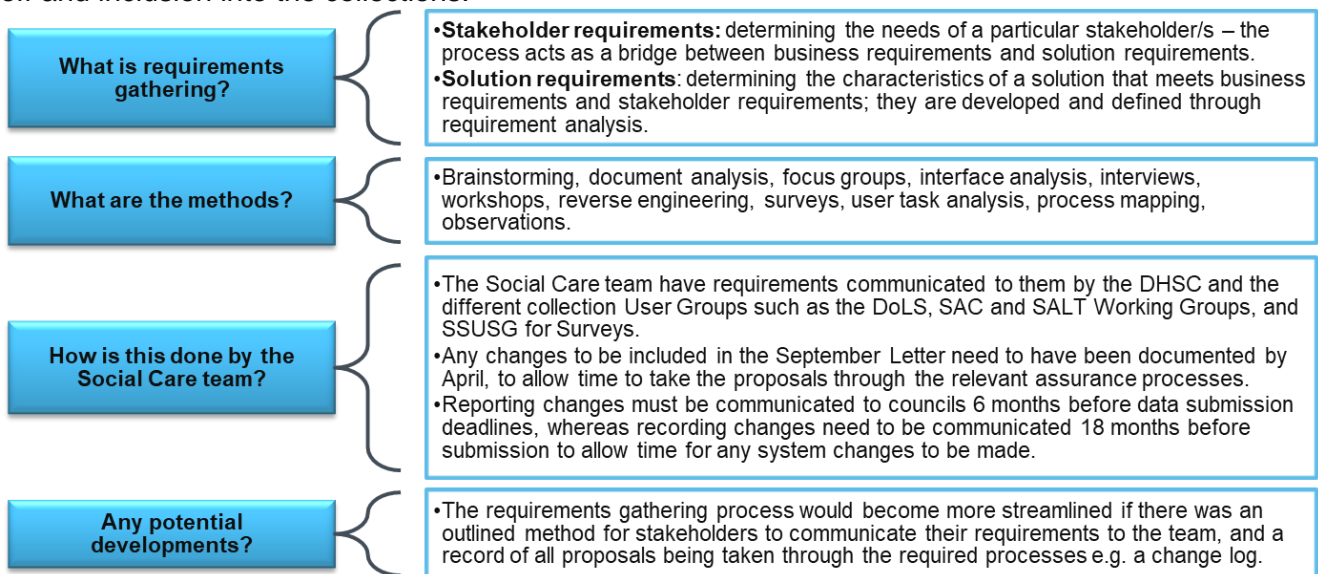
NHS England is actively involved in the governance of the collections and participates in various groups, including ASC-DOB where the strategic direction for all Adult Social Care collections is agreed and signed off.

All assets managed by NHS England are included in the [Unified Register](#).



**Requirements gathering**

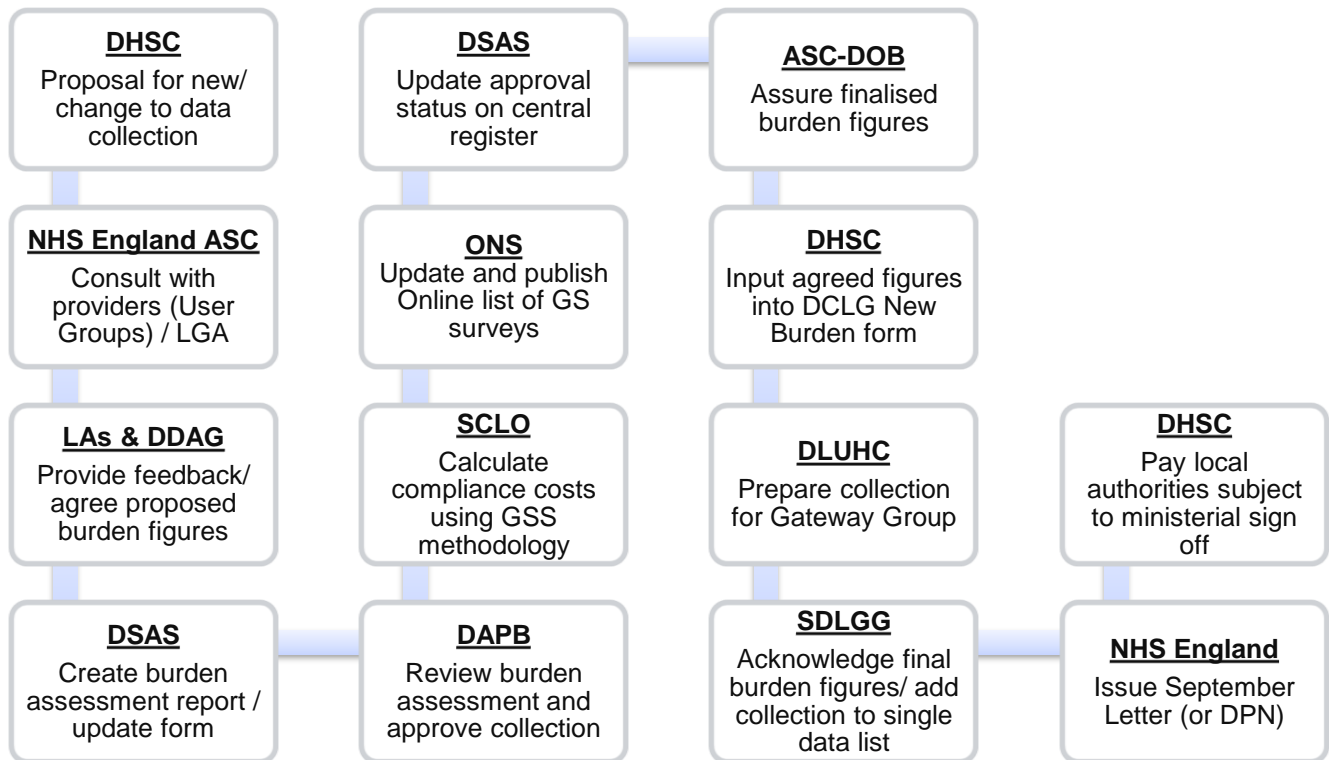
Requirements are gathered and managed by NHS England through the governance structure for sign off and inclusion into the collections.



**Updating collections**

Changes to collections are managed via the governance structure and follow a defined path, which includes liaising with external stakeholders and managing the burden process.

This process flow is shown below:



## Stakeholders / Groups

- Adult Social Care Data Outcomes Board (**ASC-DOB**)
- Department of Health & Social Care (**DHSC**)
- NHS England Adult Social Care Statistics
- Local Authorities (**LAs**)
- Data Development Action Group (**DDAG**)
- Data Standards and Assurance Service (**DSAS**)
- Data Alliance Partnership Board (**DAPB**)
- Survey Control Liaison Officer (**SCLO**)
- Office for National Statistics (**ONS**)
- Department for Levelling Up, Housing and Communities (**DLUHC**)
- Single Data List Gateway Group (**SDLGG**)