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# National Workforce Data Set Version 3.0: Change Specification

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# Document Management

## Revision History

Version	Date	Summary of Changes
0.1	29/06/2018	Initial draft.
0.2	10/07/2018	Second draft incorporating internal review comments.
0.3	15/08/2018	Third draft incorporating additional internal review comments.
0.4	26/08/2018	Fourth draft incorporating DSAS review comments.
1.0	03/10/2018	Final version for publication.

## Reviewers

This document must be reviewed by the following people:

Reviewer name	Title/Responsibility	Date	Version
Sandra Seljeset	Higher Information Analyst, Workforce Data Standards and Data Quality, NHS Digital	09/05/2018	0.1
Jill Clark	Senior Information Analyst, Workforce Data Standards and Data Quality, NHS Digital	29/06/2018	0.1
Nick Armitage	Analytical Section Head, Workforce Data Standards and Data Quality, NHS Digital	15/08/2018	0.2

## Approved by

This document must be approved by the following people:

Name	Signature	Title	Date	Version
Alyson Whitmarsh		Workforce & Facilities Programme Manager	26/08/2018	0.4

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# Data Coordination Board

This information standard (DCB1067) has been approved for publication by the Department of Health and Social Care under [section 250 of the Health and Social Care Act 2012](#).

Assurance that this information standard meets the requirements of the Act and is appropriate for the use specified in the specification document has been provided by the Data Coordination Board (DCB), a sub-group of the Digital Delivery Board.

This information standard comprises the following documents:

- Change Specification
- Implementation Guidance
- Requirements Specification.

An Information Standards Notice (DCB1067 Amd 50/2018) has been issued as a notification of use and implementation timescales. Please read this alongside the documents for the standard.

The controlled versions of these documents can be found on the [NHS Digital website](#). Any copies held outside of that area, in whatever format (e.g. paper, email attachment), are considered to have passed out of control and should be checked for currency and validity.

Date of publication: 3 October 2018

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# Contents

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<b>1</b>	<b>Summary</b>	<b>5</b>
<b>2</b>	<b>Change Specification – National Workforce Data Set</b>	<b>6</b>
2.1	New Items	7
2.2	Amendments	11
2.3	Deletions	20
2.4	Guidance/Presentation Changes	24
2.5	Points of Contact	24

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## **Glossary of Terms:**

A full glossary of terms can be found as part of the Requirements Specification.

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# 1 Summary

The National Workforce Data Set (NWD) is a reference data set comprising standardised definitions to facilitate the capture of nationally consistent information relating to the NHS and wider healthcare workforce.

The information captured using the values defined in the NWD will be used locally within organisations by a range of authorised people in addition to those working directly within Human Resources or Payroll teams. For example, in Training and Development; Workforce Information; Planning and Equality and Diversity. The accuracy and relevance of the data captured using the NWD values will impact on a number of issues at local level and beyond, hence the need to ensure the values available are kept up to date.

The NWD ensures that all suppliers of NHS funded care capture workforce information in an agreed and pre-determined format. The [workforce Minimum Data Set \(wMDS\)](#)<sup>1</sup> which will be subject to a separate standard, is based upon a sub-set of the NWD and will provide a practical means for the consistent collection of this information from all providers of NHS funded care to enable comprehensive Healthcare Workforce planning going forwards.

More detail regarding the definition of the NWD, where it should be used and who is responsible for coordinating the implementation of the changes to the data set are provided within the Requirements Specification and Implementation Guidance documents. This document describes the changes which have been made with this uplift to the standard and therefore it is recommended that readers read this in conjunction with the Requirements Specification and the Implementation Guidance.

The proposals are for the updating of the existing Data Standard, which was previously approved by the Data Coordination Board (DCB) as standard [DCB1067](#)<sup>2</sup>. The NWD was first approved as an inherited operational standard in May 2008 and has undergone numerous updates since, the last being published in October 2017. The changes within this latest uplift do not significantly alter the scope or content of the NWD, but they do improve upon the content and guidance associated with the existing standard.

The detail of all the changes is provided in section 2 below, but a brief summary of the changes included within version 3.0 of the NWD could be categorised as:

- the inclusion of new values within existing elements (affecting Job Role, Occupation Code and Area of Work);

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<sup>1</sup> <https://digital.nhs.uk/data-and-information/areas-of-interest/workforce/workforce-minimum-data-set-wmds>

<sup>2</sup> <https://digital.nhs.uk/data-and-information/information-standards/information-standards-and-data-collections-including-extractions/publications-and-notifications/standards-and-collections/dcb1067-national-workforce-data-set>

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- the renaming of existing values within elements (affecting Job Role, Occupation Code, Area of Work and Professional Registration Body);
  - the retiring of existing values within elements (affecting Job Role, Occupation Code and Area of Work);
  - The introduction of new values to capture information related to the sexual orientation of the workforce, linked to the development of the Sexual Orientation Monitoring Standard;
  - Presentational/guidance updates to the NWD specification and guidance documents which do not materially impact on the individual values described by the NWD.

During the development of this and the previous uplift to the NWD, a number of potential issues with the alignment of the NWD within the NHS Data Model and Dictionary (DM&D) were highlighted. In summary the NWD is unusual compared to other Standards included in the DM&D as it is a reference Data Standard, rather than describing a specific flow of data. As such the values in the NWD have developed in a way which differs from some of the standard DM&D processes and also the documentation which accompanies it differs from the standard documentation – for example, there is currently no output specification as the NWD does not describe a specific data flow, rather it describes the information which may be input into a system such as the Electronic Staff Record (ESR), which may then be extracted in response to a central data collection.

As a consequence of this apparent mismatch the NHS Digital workforce team will consider the need for a root and branch review of the NWD as part of a future submission to the DCB. Possibly aligned with creating the wMDS as a standard in its own right, specified as subset of the items in the NWD, replacing the previous approvals for the wMDS (R00433 and R01010), this would then describe a specific flow which would sit better in the DM&D.

## 2 Change Specification – National Workforce Data Set

This section provides a detailed summary of the changes to the NWD which are covered by this proposal. Further details, including the rationale for the proposals, are included in the NWD Data Set Specification, in particular refer to the ‘Summary of Changes’ tab of the [NWD\\_v3.0\\_Data\\_Set\\_Specification](#)<sup>3</sup> (excel file) which accompanies this submission.

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<sup>3</sup> <https://digital.nhs.uk/data-and-information/data-collections-and-data-sets/data-sets/national-workforce-data-set-nwd-and-nhs-occupation-codes>

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In this section the following approach has been taken to identify the proposed changes:

- new/re-named values (and guidance text) are highlighted in **bold and blue**;
- retired values/previous values are ~~struck through~~;
- plain text indicates element of the standard which remains unchanged;
- codes are provided in [square brackets] as relevant, though some elements of the standard do not have associated codes defined and are specified within the standard by name only, for example Area of Work.

Where possible an indication of any specific issues related to the proposals including the migration of data has been included here. Precise details regarding the meaning of the values and their usage is included in the accompanying Implementation Guidance document.

## 2.1 New Items

### 2.1.1 Job Role

[07042] Additional Clinical Services | **Emergency Call Handler**

[07043] Additional Clinical Services | **Urgent Care Assistant**

[07044] Additional Clinical Services | **Urgent Care Practitioner**

[08029] Administrative and Clerical | **Non-Emergency Call Handler**

[08030] Administrative and Clerical | **Non-Emergency Medical Dispatcher**

[02025] Students | **Student Paramedic**

[05023] Additional Professional, Scientific and Technical | **Trainee Clinical Psychologist**

[05024] Additional Professional, Scientific and Technical | **Trainee Counselling Psychologist**

[05025] Additional Professional, Scientific and Technical | **Trainee Health Psychologist**

[05026] Additional Professional, Scientific and Technical | **Trainee Other Applied Psychologist**

[07045] Additional Clinical Services | **Employment Support Worker or Advisor**

[07046] Additional Clinical Services | **Family Therapist**

[05027] Additional Professional, Scientific and Technical | **Applied Psychologist – Counselling**

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[05028] Additional Professional, Scientific and Technical | [Applied Psychologist – Educational](#)

[05029] Additional Professional, Scientific and Technical | [Applied Psychologist – Forensic](#)

[05030] Additional Professional, Scientific and Technical | [Applied Psychologist – Health](#)

[05031] Additional Professional, Scientific and Technical | [Applied Psychologist – Occupational](#)

[05032] Additional Professional, Scientific and Technical | [Applied Psychologist – Sport and Exercise](#)

[05033] Additional Professional, Scientific and Technical | [Applied Psychologist – Neuropsychologist](#)

[05034] Additional Professional, Scientific and Technical | [Counsellor](#)

[05035] Additional Professional, Scientific and Technical | [Social Worker – Psychological Therapist](#)

[05036] Additional Professional, Scientific and Technical | [Play Therapist](#)

[05037] Additional Professional, Scientific and Technical | [Family Therapist](#)

[05038] Additional Professional, Scientific and Technical | [Child and Adolescent Psychological Therapist or Psychotherapist](#)

[09026] Estates and Ancillary | [Cleaner](#)

[07047] Additional Clinical Services | [Nursing Associate](#)

[07048] Additional Clinical Services | [Trainee Nursing Associate](#)

[05039] Additional Professional, Scientific and Technical | [Surgical Care Practitioner](#)

[02026] Students | [Student – Prosthetics and Orthotics](#)

### **2.1.2 Occupation Code**

[\[A4A\] Consultant Paramedic in Emergency Care](#)

[\[A5A\] Advanced Paramedic in Emergency Care](#)

[\[A6A\] Specialist Practitioner in Emergency Care](#)

[\[A7A\] Assistant Practitioner in Emergency Care](#)

[\[A8A\] Emergency / Urgent Care Support Worker in Emergency Care](#)

[\[A4B\] Consultant Paramedic in Hazardous Area Response Team](#)

[\[A0B\] Manager in Hazardous Area Response Team](#)

[\[A5B\] Advanced Paramedic in Hazardous Area Response Team](#)

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[A6B] Specialist Practitioner in Hazardous Area Response Team

[ABB] Paramedic in Hazardous Area Response Team

[AEB] Ambulance Technician / Associate Practitioner in Hazardous Area Response Team

[A7B] Assistant Practitioner in Hazardous Area Response Team

[A8B] Emergency / Urgent Care Support Worker in Hazardous Area Response Team

[A4C] Consultant Paramedic in Patient Transport Service

[A5C] Advanced Paramedic in Patient Transport Service

[A6C] Specialist Practitioner in Patient Transport Service

[ABC] Paramedic in Patient Transport Service

[AEC] Ambulance Technician / Associate Practitioner in Patient Transport Service

[A7C] Assistant Practitioner in Patient Transport Service

[A8C] Emergency / Urgent Care Support Worker in Patient Transport Service

[A9C] Ambulance Care Assistant in Patient Transport Service

[A4D] Consultant Paramedic in Education

[A0D] Manager in Education

[A5D] Advanced Paramedic in Education

[A6D] Specialist Practitioner in Education

[ABD] Paramedic in Education

[AED] Ambulance Technician / Associate Practitioner in Education

[A0E] Manager in Call Handling

[A5E] Advanced Paramedic in Call Handling

[A6E] Specialist Practitioner in Call Handling

[ABE] Paramedic in Call Handling

[AEE] Ambulance Technician / Associate Practitioner in Call Handling

[S8I] Student / Trainee in Prosthetics and Orthotics

[NGA] Nursing Associate in Adult and General

[NGB] Nursing Associate in Children and Young People

[NGC] Nursing Associate in Maternity Services

[NGD] Nursing Associate in Community Mental Health

[NGE] Nursing Associate in Other Mental Health

[NGF] Nursing Associate in Community Learning Disabilities

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[\[NGG\] Nursing Associate in Other Learning Disabilities](#)  
[\[NGH\] Nursing Associate in Community Services](#)  
[\[NHA\] Trainee Nursing Associate in Adult and General](#)  
[\[NHB\] Trainee Nursing Associate in Children and Young People](#)  
[\[NHC\] Trainee Nursing Associate in Maternity Services](#)  
[\[NHD\] Trainee Nursing Associate in Community Mental Health](#)  
[\[NHE\] Trainee Nursing Associate in Other Mental Health](#)  
[\[NHF\] Trainee Nursing Associate in Community Learning Disabilities](#)  
[\[NHG\] Trainee Nursing Associate in Other Learning Disabilities](#)  
[\[NHH\] Trainee Nursing Associate in Community Services](#)

### **2.1.3 Area of Work**

[Clinical support | Ambulance Services | \*\*Non-Emergency Control\*\*](#)

[Clinical support | Ambulance Services | \*\*NHS 111\*\*](#)

[Clinical support | Ambulance Services | \*\*Integrated Urgent Care\*\*](#)

[Primary Care | Community Health Services | \*\*Social Care\*\*](#)

[Mental Health | \*\*Mental Health\*\* | \*\*Mental Health\*\*](#)

[Mental Health | \*\*Mental Health Adult\*\* | \*\*Mental Health Adult\*\*](#)

[Mental Health | \*\*Mental Health Child and Adolescent\*\* | \*\*Mental Health Child and Adolescent\*\*](#)

[Mental Health | \*\*Mental Health\*\* | \*\*Mental Health Eating Disorders\*\*](#)

[Mental Health | \*\*Mental Health\*\* | \*\*Mental Health Forensic\*\*](#)

[Mental Health | \*\*Learning Disability Other\*\* | \*\*Learning Disability Mental Health\*\*](#)

[Mental Health | \*\*Learning Disability Other\*\* | \*\*Learning Disability Other\*\*](#)

[Mental Health | \*\*Mental Health Adult\*\* | \*\*Mental Health Older People\*\*](#)

[Mental Health | \*\*Mental Health Primary Care\*\* | \*\*Mental Health Primary Care\*\*](#)

[Mental Health | \*\*Mental Health\*\* | \*\*Mental Health Promotion or Public Mental Health\*\*](#)

[Mental Health | \*\*Mental Health\*\* | \*\*Mental Health Perinatal Care\*\*](#)

[Mental Health | \*\*Mental and Physical Health Integrated Care\*\* | \*\*Mental and Physical Health Integrated Care\*\*](#)

[Mental Health | \*\*Mental Health\*\* | \*\*Mental Health Liaison\*\*](#)

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## 2.1.4 Sexual Orientation (New data element)

The Sexual Orientation Monitoring Standard for the NHS was published at the beginning of October 2017; more details are available here: <http://content.digital.nhs.uk/isce/publication/sexual-orientation-monitoring>. The proposals below are based upon the SOM standard, which has been slightly adapted to suit workforce rather than patient / service user information.

Proposed new values:

[1] **Heterosexual or Straight**

[2] **Gay or Lesbian**

[3] **Bisexual**

[4] **Other sexual orientation not listed**

[U] **Undecided**

[Z] **Not stated (person asked but declined to provide a response)**

## 2.1.5 Migration of existing data to new values (2.1.1 – 2.1.4)

Where a new value has been introduced to an existing element of the data standard, users of the data standard and the systems within which it is implemented should consider the new values with regards to their current and future workforce. This should be done as part of their on-going data husbandry in case the new values provide a better fit than the existing values which may have been used previously.

As there is no means of transferring existing staff on to the new codes systematically there will be no migration of data automatically within systems such as the ESR and individual users would need to investigate the correct classification of their staff and update or input as necessary.

## 2.2 Amendments

### 2.2.1 Job Role

Retire data value:

[07035] Additional Clinical Services | Emergency Medical Dispatcher / ~~Call Handler~~

Replace with new data value:

[07035] Additional Clinical Services | **Emergency Medical Dispatcher**

Retire data value:

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[05005] Additional Professional, Scientific and Technical | ~~Clinical Psychologist~~

Replace with new data value:

[05005] Additional Professional, Scientific and Technical | **Applied Psychologist – Clinical**

Retire data value:

[07031] Additional Clinical Services | ~~Assistant/Associate Practitioner Nursing~~

Replace with new data value:

[07031] Additional Clinical Services | **Assistant Practitioner Nursing**

Retire data value:

[07034] ~~Additional Clinical Services | Emergency Care Practitioner~~

Replace with new data value:

**[04062] Allied Health Professionals | Emergency Care Practitioner**

Retire data value:

[07012] Additional Clinical Services | ~~Helper/Assistant~~

Replace with new data value:

[07012] Additional Clinical Services | **Assistant**

## **2.2.2 Occupation Code**

Retire data value:

[A0A] ~~Manager in Ambulance Service~~

Replace with new data value:

[A0A] **Manager in Emergency Care**

Retire data value:

[ABA] ~~Ambulance Paramedic in Ambulance Service~~

Replace with new data value:

[ABA] **Paramedic in Emergency Care**

Retire data value:

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[AEA] ~~Ambulance Technician in Ambulance Service~~

Replace with new data value:

[AEA] **Ambulance Technician / Associate Practitioner in Emergency Care**

Retire data value:

[S9A] ~~Helper / Assistant in Chiropody/Podiatry~~

Replace with new data value:

[S9A] **Assistant in Chiropody/Podiatry**

Retire data value:

[S9B] ~~Helper / Assistant in Dietetics~~

Replace with new data value:

[S9B] **Assistant in Dietetics**

Retire data value:

[S9C] ~~Helper / Assistant in Occupational Therapy~~

Replace with new data value:

[S9C] **Assistant in Occupational Therapy**

Retire data value:

[S9D] ~~Helper / Assistant in Orthoptics/Optics~~

Replace with new data value:

[S9D] **Assistant in Orthoptics/Optics**

Retire data value:

[S9E] ~~Helper / Assistant in Physiotherapy~~

Replace with new data value:

[S9E] **Assistant in Physiotherapy**

Retire data value:

[S9F] ~~Helper / Assistant in Radiography (diagnostic)~~

Replace with new data value:

[S9F] **Assistant in Radiography (diagnostic)**

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Retire data value:

[S9G] ~~Helper/Assistant in Radiography (therapeutic)~~

Replace with new data value:

[S9G] **Assistant in Radiography (therapeutic)**

Retire data value:

[S9H] ~~Helper/Assistant in Art/Music/Drama Therapy~~

Replace with new data value:

[S9H] **Assistant in Art/Music/Drama Therapy**

Retire data value:

[S9I] ~~Helper/Assistant in Prosthetics and Orthotics~~

Replace with new data value:

[S9I] **Assistant in Prosthetics and Orthotics**

Retire data value:

[S9J] ~~Helper/Assistant in Speech and Language Therapy~~

Replace with new data value:

[S9J] **Assistant in Speech and Language Therapy**

Retire data value:

[S9K] ~~Helper/Assistant in Multi Therapies~~

Replace with new data value:

[S9K] **Assistant in Multi Therapies**

Retire data value:

[S9P] ~~Helper/Assistant in Pharmacy~~

Replace with new data value:

[S9P] **Assistant in Pharmacy**

Retire data value:

[S9R] ~~Helper/Assistant in Dental~~

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Replace with new data value:

[S9R] **Assistant in Dental**

Retire data value:

[S9T] ~~Helper/Assistant in Operating Theatres~~

Replace with new data value:

[S9T] **Assistant in Operating Theatres**

Retire data value:

[S9U] ~~Helper/Assistant in Social Services~~

Replace with new data value:

[S9U] **Assistant in Social Services**

Retire data value:

[S9X] ~~Helper/Assistant in Other STT Staff~~

Replace with new data value:

[S9X] **Assistant in Other STT Staff**

Retire data value:

[N2C] ~~Registered Midwife in Maternity Services~~

Replace with new data value:

[N2C] **Midwife in Maternity Services**

Retire data value:

[N2J] ~~Registered Midwife in Education Staff~~

Replace with new data value:

[N2J] **Midwife in Education Staff**

Retire data value:

[N2L] ~~Registered Midwife in Neonatal Nursing (including SCBUs)~~

Replace with new data value:

[N2L] **Midwife in Neonatal Nursing (including SCBUs)**

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Retire data value:

[NAA] Nurse Consultant in ~~Acute Elderly & General~~

Replace with new data value:

[NAA] **Nurse Consultant in Adult and General**

Retire data value:

[NCA] Modern Matron in ~~Acute Elderly & General~~

Replace with new data value:

[NCA] **Modern Matron in Adult and General**

Retire data value:

[N0A] Manager in ~~Acute Elderly & General~~

Replace with new data value:

[N0A] **Manager in Adult and General**

Retire data value:

[N6A] Other 1st level (Level 1 - Sub Part 1) in ~~Acute Elderly & General~~

Replace with new data value:

[N6A] **Other 1st level (Level 1 - Sub Part 1) in Adult and General**

Retire data value:

[N7A] Other 2nd level (Level 2 - Sub Part 2) in ~~Acute Elderly & General~~

Replace with new data value:

[N7A] **Other 2nd level (Level 2 - Sub Part 2) in Adult and General**

Retire data value:

[NFA] Nursing Assistant Practitioner in ~~Acute Elderly & General~~

Replace with new data value:

[NFA] **Nursing Assistant Practitioner in Adult and General**

Retire data value:

[N8A] Nursery Nurse in ~~Acute Elderly & General~~

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Replace with new data value:

**[N8A] Nursery Nurse in Adult and General**

Retire data value:

[N9A] Nursing Assistant in ~~Acute Elderly & General~~

Replace with new data value:

**[N9A] Nursing Assistant in Adult and General**

Retire data value:

[NAB] Nurse Consultant in ~~Paediatric Nursing~~

Replace with new data value:

**[NAB] Nurse Consultant in Children and Young People**

Retire data value:

[NCB] Modern Matron in ~~Paediatric Nursing~~

Replace with new data value:

**[NCB] Modern Matron in Children and Young People**

Retire data value:

[N0B] Manager in ~~Paediatric Nursing~~

Replace with new data value:

**[N0B] Manager in Children and Young People**

Retire data value:

[N1B] Children's Nurse in ~~Paediatric Nursing~~

Replace with new data value:

**[N1B] Children's Nurse in Children and Young People**

Retire data value:

[N6B] Other 1st level (Level 1 - Sub Part 1) in ~~Paediatric Nursing~~

Replace with new data value:

**[N6B] Other 1st level (Level 1 - Sub Part 1) in Children and Young People**

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Retire data value:

[N7B] Other 2nd level (Level 2 - Sub Part 2) in ~~Paediatric Nursing~~

Replace with new data value:

[N7B] **Other 2nd level (Level 2 - Sub Part 2) in Children and Young People**

Retire data value:

[NFB] Nursing Assistant Practitioner in ~~Paediatric Nursing~~

Replace with new data value:

[NFB] **Nursing Assistant Practitioner in Children and Young People**

Retire data value:

[N8B] Nursery Nurse in ~~Paediatric Nursing~~

Replace with new data value:

[N8B] **Nursery Nurse in Children and Young People**

Retire data value:

[N9B] Nursing Assistant in ~~Paediatric Nursing~~

Replace with new data value:

[N9B] **Nursing Assistant in Children and Young People**

### **2.2.3 Area of Work**

Retire data value:

~~Clinical support | Clinical support | Substance Abuse~~

Replace with new data value:

**Mental Health | Mental Health | Mental Health Substance Misuse**

Retire data value:

~~Clinical support | Improving Access to Psychological Therapies | Improving Access to Psychological Therapies~~

Replace with new data value:

**Mental Health | Mental Health Primary Care | Mental Health Primary Care – IAPT**

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Retire data value:

Dental/Oral | ~~Additional Dental Specialties~~ | Oral Medicine

Replace with new data value:

Dental/Oral | **Oral Medicine** | Oral Medicine

Retire data value:

Dental/Oral | ~~Additional Dental Specialties~~ | Oral Microbiology

Replace with new data value:

Dental/Oral | **Oral Microbiology** | Oral Microbiology

Retire data value:

Dental/Oral | ~~Additional Dental Specialties~~ | Oral and Maxillofacial Pathology

Replace with new data value:

Dental/Oral | **Oral and Maxillofacial Pathology** | Oral and Maxillofacial Pathology

Retire data value:

Dental/Oral | ~~Additional Dental Specialties~~ | Dental and Maxillofacial Radiology

Replace with new data value:

Dental/Oral | **Dental and Maxillofacial Radiology** | Dental and Maxillofacial Radiology

## 2.2.4 Professional Registration Body

Retire data value:

[05] ~~Care Council for Wales~~

Replace with new data value:

[05] **Social Care Wales**

## 2.2.5 Migration of existing data related to amended values (2.2.1 – 2.2.4)

Where an amendment to an existing value (or element) has occurred and the replacement value is comparable to the existing value, this is treated as an amendment and the existing data should be migrated within systems on which the standard has been implemented. However, there is an amendment to one existing value, [07035] ~~Additional Clinical Services|Emergency Medical Dispatcher / Call~~

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Handled where a new value will be added of Additional Clinical Services|Emergency Call Handler. This will require individual system users to input or update as necessary.

Those changes where the replacement value is not comparable to the existing value, for example where there is a one-to-many relationship between the existing and new values, the change is instead handled as a deletion and subsequent introduction(s) of values. In this case there would be no migration of data and individual system users would need to investigate the correct replacement value(s) and input or update as necessary.

In the case of all the other amendments (Area of Work, Occupation Code, Professional Registration Body and remaining Job Role amendments) highlighted in this request, these are straight name changes where any existing data should be migrated directly without the need for direct intervention by individual users.

More detail regarding the changes are highlighted in the notes provided in the comments section of the 'Summary of Changes' tab of the excel document titled [NWD\\_v3.0\\_Data\\_Set\\_Specification<sup>4</sup>](#), including an explanation of which values are already implemented within the ESR, which accompanies this submission.

## 2.3 Deletions

### 2.3.1 Job Role

~~[07030] Additional Clinical Services | Apprentice~~

(No new value - close Additional Clinical Services | Apprentice as these will be recorded under a new proposal, which will provide better data quality)

~~[08028] Administrative and Clerical | Apprentice~~

(No new value - close Additional Clinical Services | Apprentice as these will be recorded under a new proposal, which will provide better data quality)

~~[09025] Estates and Ancillary | Apprentice~~

(No new value - close Additional Clinical Services | Apprentice as these will be recorded under a new proposal, which will provide better data quality)

### 2.3.2 Occupation Code

~~[AAA] Emergency Care Practitioner in Ambulance Service~~

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<sup>4</sup> <https://digital.nhs.uk/data-and-information/data-collections-and-data-sets/data-sets/national-workforce-data-set-nwd-and-nhs-occupation-codes>

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(No new value. Proposed change by the Ambulance Workforce subgroup which has been looking to improve workforce information for the Ambulance service. This code is for a specialist role which requires additional qualifications, but does not have any line management qualifications and is decreasingly used by Ambulance Trusts. Occupation Code 'A6' - 'Specialist Practitioner' and Job Role 'Emergency Care Practitioners' will enable identification of those staff who hold the additional qualifications.)

~~[AGA] Trainee Ambulance Technician in Ambulance Service~~

(No new value. Proposed change by the Ambulance Workforce subgroup which has been looking to improve workforce information for the Ambulance service. The current definition for this Occupation Code is for staff that are undergoing the Institute of Healthcare and Development (IHCD) accredited training to become an Ambulance Technician. The IHCD no longer exists and as such this code is no longer appropriate.)

~~[A2A] Ambulance Personnel in Ambulance Service~~

(No new value. Proposed change by the Ambulance Workforce subgroup which has been looking to improve workforce information for the Ambulance service. This code is a generic all-encompassing one that is currently a major issue for Ambulance Trusts. 'A2' – 'Ambulance Personnel' is used to identify a multitude of different roles with different training requirements covering Patient Transport Service (Band 2, 3 and 4 roles), Emergency Care Assistants (Band 3 role) and Emergency Care Technician (Band 4 role – not IHCD qualified). The aim is to separate the staff associated with this code so that frontline staff can be more easily identifiable by HEE when looking at workforce planning requirements; therefore, this Occupation Code is no longer required.)

~~[H1S] HCA in Ambulance Service~~

(No new value. Proposed change by the Ambulance Workforce subgroup which has been looking to improve workforce information for the Ambulance service. There is no requirement for the Ambulance Service column in the H matrix. Staff can be recorded in either H2R or the G matrix.)

~~[H2S] Support Worker in Ambulance Service~~

(No new value. Proposed change by the Ambulance Workforce subgroup which has been looking to improve workforce information for the Ambulance service. There is no requirement for the Ambulance Service column in the H matrix. Staff can be recorded in either H2R or the G matrix.)

~~[071] General Pathology in Medical and Dental Staff~~

(No new value. The Workforce Information Review Group (WIRG) agreed to retire the Occupation Code "General Pathology" as requested by The Royal College of Pathologists, as there are specific specialty codes that can be used instead. Further

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work will be done on the rationalisation of the Pathology related Area of Work values, and also the ways in which the guidance and data quality can be improved.

#### ~~[SAT] Consultant Therapist / Scientist in Operating Theatres~~

(No new value. WIRG agreed to retire this Occupation Code as the 'Consultant Therapist / Scientist' row (SA\*) in the S,T&T matrix of the Occupation Code Manual which has been opened across the board, is not sensible for all care settings – for example, further analysis concluded that SAT (Operating Theatres) should be closed, and also SAU (Social Services).

#### ~~[SAU] Consultant Therapist / Scientist in Social Services~~

(No new value. WIRG agreed to retire this Occupation Code as the 'Consultant Therapist / Scientist' row (SA\*) in the S,T&T matrix of the Occupation Code Manual which has been opened across the board, is not sensible for all care settings – for example, further analysis concluded that SAT (Operating Theatres) should be closed, and also SAU (Social Services).

#### ~~[N1A] Children's Nurse in Acute Elderly & General~~

(No new value. Proposed change by the Nurse, Nurse Learners and Support Staff subgroup which has been looking to improve workforce information for these staff. Change to heading of column A in the N matrix from 'Acute Elderly & General' to 'Adult and General'. This code to be closed as a Children's Nurse would not be working in the 'Adult and General' care setting.)

### **2.3.3 Area of Work**

#### ~~Dental/Oral | Additional Dental Specialties | Additional Dental Specialties~~

(No new value. This value has been replaced by the more detailed individual variants available and can be closed.)

#### ~~Dental/Oral | Dental Health | Dental Health~~

(No new value. To be closed as it is not really an area of work and overlaps significantly with other values, e.g. 'Oral Hygiene'.)

#### ~~Dental/Oral | Additional Dental Specialties | Additional Dental Specialties~~

(No new value. Proposal to retire this value as it has been replaced by the more detailed individual variants and should have been closed when they were introduced)

#### ~~Clinical support | Clinical Psychology | Clinical Psychology~~

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(No new value. Part of the changes proposed by the Psychologists and Psychological Therapists Workforce subgroup which has been looking to improve workforce information for the IAPT and other Psychological Therapy services. This generic area of work is to be closed and roles recorded against it should be coded using the most appropriate new or existing value to provide more detailed information.)

#### ~~Psychiatry | Medical Psychotherapy | Child Psychotherapy~~

(No new value. Part of the changes proposed by the Psychologists and Psychological Therapists Workforce subgroup which has been looking to improve workforce information for the IAPT and other Psychological Therapy services. This area of work is proposed to be closed and roles recorded against it should be coded using the new data value of Mental Health | Mental Health | Mental Health Child and Adolescent.)

#### ~~Primary Care | Community Health Services | Learning Disabilities~~

(No new value. Part of the changes proposed by the Psychologists and Psychological Therapists Workforce subgroup which has been looking to improve workforce information for the IAPT and other Psychological Therapy services. This area of work is proposed to be closed and roles recoded against it should be coded using the new 'Learning Disability Mental Health' and 'Learning Disability Other' within the new Mental Health Primary and Secondary Areas.)

### **2.3.4 Migration of existing data from retired values (2.3.1 – 2.3.3)**

Where a value is to be retired and a suitable replacement value onto which existing staff can be migrated exists, the data should be migrated directly within the systems within which the standard has been implemented. If such cases exist in relation to the current round of proposals, they are highlighted in this Change Specification, giving detail of the value to be used.

For those retirements where there is no existing comparable value (for example where there is a one to many relationship between the retired and choice of remaining values), there would be no migration of data and individual system users would need to refer to the guidance material provided and investigate the correct replacement value and input as necessary.

In the cases where there is no single sensible alternative (for example in relation to the Job Role, Occupation Code, and Area of Work proposals), it will not be possible to migrate the data systematically. The retired value should be marked as retired in systems such as ESR and made unavailable for future use. Instead individual users should review their existing records and select the correct value from those remaining to update any effected records as part of their on-going data husbandry in response to this update.

More detail regarding the changes are highlighted in the notes provided in the comments section of the 'Summary of Changes' tab of the excel document titled

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NWD\_v3.0\_Data\_Set\_Specification<sup>5</sup>, including an explanation of which values are already implemented within the ESR, which accompanies this submission. These notes also include an explanation of which values should be automatically migrated within systems such as the ESR.

## 2.4 Guidance/Presentation Changes

Guidance and presentational updates are to be made to the NWD Data Set Specification which do not materially alter the approved standard and are described below.

A note has been added to the NWD Data Set Specification as additional guidance to help people who are inputting data relating to staff who are registered with the Health and Care Professions Council (HCPC) regarding HCPC protected titles. In this note users are directed towards additional sources of information such as the [HCPC website](#)<sup>6</sup> for a more detailed explanation of the protected titles.

## 2.5 Points of Contact

For more information on the National Workforce Data Set (NWD) or to log a change request please contact:

NHS Digital

Email: [enquiries@nhsdigital.nhs.uk](mailto:enquiries@nhsdigital.nhs.uk) please state 'National Workforce Data Set' or 'Workforce Data Standards' in the subject line.

Telephone: 0300 303 5678

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<sup>5</sup> <https://digital.nhs.uk/data-and-information/data-collections-and-data-sets/data-sets/national-workforce-data-set-nwd-and-nhs-occupation-codes>

<sup>6</sup> <http://www.hcpc-uk.co.uk/aboutregistration/protectedtitles/>