

Statement of Administrative Sources



Annex A: Information on administrative source

Enquiries	Please contact the NHS Information Centre (NHS IC) Contact centre Telephone: 0845 300 6016 and email: enquiries@ic.nhs.uk
Name of Administrative Source	KA34 – Ambulance Services, England
Section 1: Collection	<p><i>Please give a short explanation of the processes through which the system's underlying 'raw data' are captured.</i></p> <p>The information obtained from the KA34 is provided by individual ambulance service providers to show volume of service and performance against required standards. Aggregate data is collected covering the number of emergency and urgent calls and those resulting in an ambulance or emergency vehicle arriving at the scene within 8 or 19 minutes, and patient journeys. These data are categorised according to Category A (immediately life-threatening), Category B (serious but not life-threatening) and Category C (not immediately serious or life-threatening). Data are collected using the NHS IC's Omnibus Survey tool. Ambulance Trusts populated the online form where it is validated.</p>

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Section 2: Quality assurance	<p><i>Please give details of any arrangements for auditing the quality of administrative data from this system which is used for statistical purposes</i></p> <p>Ambulance services will have robust governance arrangements, including data management protocols, in place to assure their Board and independent auditors that all performance data submitted as part of the KA34 return is measured and recorded in accordance with the related guidance.</p> <p>Furthermore, there are specific parameters for the triage and subsequent categorisation of patients calling '999' that allow different types, and speeds of response to be provided.</p> <p>In addition, rigorous data validation is carried out upon submission of the data to the NHS IC's Omnibus web tool, as well as subsequent offline validation against reference data. Key data (total number of calls and 8 and 19 minute response times) are shared back with the Trust and signed off by NHS Ambulance Trust Chief Executive or Senior Operating Officer.</p>
Section 3: Application	<p><i>Please give a description of each of the main applications/uses to which the administrative or management data are put before they are transformed into official statistics</i></p> <p>Various operational uses within the Ambulance Trusts, Strategic Health Authorities (SHAs), etc, such as:</p> <ul style="list-style-type: none"> • policy development and monitoring • local performance monitoring and benchmarking • data quality improvement <p>Once received and validated by the NHS IC's Omnibus team they are handed over to the NHS IC Facilities and Workforce team to analyse and publish.</p>

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<p>Section 4: Access and Dissemination</p>	<p><i>Please provide a summary of the arrangements put in place for sharing and disseminating the administrative/management data during the period before they are converted into Official Statistics</i></p> <p>The data is collected from suppliers annually, validated, and then shared internally with the NHS IC Workforce and Facilities team for analysis. Information at national level does not exist until the NHS IC receives information from all provider organisations and aggregates it – therefore national information is not shared prior to publication. Local providers may share their own local information with other organisations but this would not be known to the NHS IC</p> <p>NHS IC Statistical Governance policy available from www.ic.nhs.uk/publicationscalendar (then click on “Statistical Governance Policy”)</p> <p>NHS IC Freedom of Information process available from www.ic.nhs.uk/foipublicationscheme/policies (then click on “Freedom of Information Process”)</p> <p>Link to National Statistician’s Guidance: Use of Administrative or Management Information http://www.statisticsauthority.gov.uk/national-statistician/guidance/index.html</p> <p>NHS IC Data Access and Information Sharing Policy available from www.ic.nhs.uk/foipublicationscheme/policies (then click on “IG policies and procedures”)</p> <p>NHS IC Information Governance Legal Compliance Policy available from www.ic.nhs.uk/foipublicationscheme/policies (then click on “IG policies and procedures”)</p>	
	Specify if shared Inside/Outside The NHS IC	Data shared with data suppliers for validation purposes. Data shared within NHS IC (Workforce and Facilities team)
	Range	NHS IC Workforce and Facilities team and NHS Ambulance Trusts

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	Nature	-QA, production, Analysis and publication
	Timing	Shared with NHS IC Workforce and Facilities team approximately one month prior to publication
Section 5: Non-statistical publication	<p><i>Please provide a summary of any exceptional arrangements put in place for placing the administrative/management data in the public domain during the period before they are converted into official statistics. If none, please state None.</i></p> <p>None</p>	
Section 6: Statistical publication	<p><i>Please provide a list of each of the 'Official' or 'National' statistics series derived from this system.</i></p> <p>Ambulance Services, England</p> <p>NHS IC publications calendar: http://www.ic.nhs.uk/publicationscalendar</p>	
Section 7: Synergies	<p><i>Please provide a mapping which explains the relationship between any public manifestations of the administrative/management data, and any subsequent statistical releases or publications.</i></p> <p>None</p>	

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Section 8: Security/Data Protection arrangements	<p><i>Please explain any additional arrangements for ensuring the security of statistical processes that draw on administrative data other than those listed below</i></p> <p>Relevant IG polices:</p> <p>NHS IC Statistical Governance policy available from www.ic.nhs.uk/publicationscalendar (then click on “Statistical Governance Policy”)</p> <p>NHS IC Small numbers Procedure available from www.ic.nhs.uk/foipublicationscheme/policies (then click on “IG policies and procedures”)</p> <p>ONS Confidentiality Guidance and working papers http://www.ons.gov.uk/about/consultations/closed-consultations/disclosure-review-for-health-statistics---consultation-on-guidance/</p> <p>NHS IC Freedom of Information process available from www.ic.nhs.uk/foipublicationscheme/policies (then click on “Freedom of Information Process”)</p>
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