

Statement of Administrative Sources



for health and social care

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	Primary Care Trusts (PCTs) audited statutory accounts
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>Primary Care Trusts collate information on investment in general practice and send this to the Department of Health, as part of the audited statutory accounts package. Summary level information is then made available to the NHS IC to produce detailed information on investment.</p>
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>As part of the annual statutory accounts within England, the data is audited by appointed auditors.</p>

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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>Data is provided to the Department of Health by PCTs and used to monitor investment in General Practice</p>
Section 4: Access and Dissemination	<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>Investment in General Practice data (at a national level) is shared with the NHS IC to use in a publication</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 http://www.ic.nhs.uk/data-protection/freedom-of-information-foi/guide-to-information/our-policies-and-procedures (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 http://www.ic.nhs.uk/data-protection/freedom-of-information-foi/guide-to-information/our-policies-and-procedures (then click on “Data access information sharing policy”)</p> <p>NHS IC Information Governance Legal Compliance Policy available from http://www.ic.nhs.uk/data-protection/freedom-of-information-foi/guide-to-information/our-policies-and-procedures (then click on “Information governance legal compliance”)</p>

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	Specify if shared Inside/Outside The NHS IC	<ol style="list-style-type: none"> 1. Data is not shared within the NHS IC beyond the statistical processing team. 2. PCT accounts are laid before parliament before publication and are published (at a high level). NHS IC analysis is based on National level results. 3. Technical Steering Committee (TSC). TSC is chaired by the NHS IC and has representation from the four UK Health Departments, NHS Employers and the British Medical Association.
	Range	<ol style="list-style-type: none"> 1. Statistical staff at the NHS IC 2. PCT accounts published for use by ministers, NHS managers 3. TSC
	Nature	<ol style="list-style-type: none"> 1. Used for validation of investment figures 2. Unknown what the PCT accounts are used for. 3. TSC obtain the data for QA purposes
	Timing	<ol style="list-style-type: none"> 1. Received by NHC IC annually, c. June/July 2. Unknown when accounts are published. 3. Shared with TSC July to September
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>Investment in General Practice - partial source</p> <p>NHS IC publications calendar: http://www.ic.nhs.uk/publicationscalendar</p>	

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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>Other statistical publication/products are not produced using this data as far as we know. The information produced by the NHS IC provides some detail underlying the data within published PCT accounts.</p>
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 eg: any data sharing agreements, relevant legislation.</i></p> <p>Data is shared with TSC for QA purposes which follow the restricted statistics rules and regulations pre publication</p> <p>Relevant IG policies:</p> <p>NHS IC Statistical Governance policy available from http://www.ic.nhs.uk/publicationscalendar (then click on “Statistical Governance Policy”)</p> <p>NHS IC Small numbers Procedure available from http://www.ic.nhs.uk/publicationscalendar (then click on “Small Numbers Procedure”)</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 http://www.ic.nhs.uk/data-protection/freedom-of-information-foi/guide-to-information/our-policies-and-procedures (then click on “Freedom of Information Process”)</p>

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