

Statement of Administrative Sources



Annex A: Information on administrative source

Enquiries	Please contact the NHS Information Centre (IC) Contact centre Telephone: 0845 300 6016 and email: enquiries@ic.nhs.uk
Name of Administrative Source	Central Ophthalmic Payments System (Exeter) (17)
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>Data are input by Primary Care Trusts into the Central Ophthalmic Payments System from General Ophthalmic Service (GOS) forms, submitted by ophthalmic practitioners. The forms record information on the patients attending sight tests, alongside detail on any vouchers issued to obtain spectacles and any NHS funded repairs.</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>Validation carried out upon submission. Exception reporting available to drive up data quality. PCTs carry out own audit of practitioners where odd patterns of activity identified.</p>

Information provided is believed to be correct as of February 2011 and may be subject to change.

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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>The primary use of these data is for transfer of payments via the relevant Primary Care Trust. Information made available to PCTs to monitor contract performance.</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>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> <table border="1" data-bbox="631 1193 2058 1345"> <tr> <td data-bbox="631 1193 1077 1294">Specify if shared Inside/Outside The NHS IC</td> <td data-bbox="1077 1193 2058 1294">Information shared with Primary Care Trusts for contract management purposes</td> </tr> <tr> <td data-bbox="631 1294 1077 1345">Range</td> <td data-bbox="1077 1294 2058 1345">NHS – ophthalmic practitioners and PCTs</td> </tr> </table>		Specify if shared Inside/Outside The NHS IC	Information shared with Primary Care Trusts for contract management purposes	Range	NHS – ophthalmic practitioners and PCTs
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	Nature	Contract performance and management
	Timing	Information available live on submission
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> <ul style="list-style-type: none"> • General Ophthalmic services activity statistics • General Ophthalmic Services: Workforce Statistics for England & Wales <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>Some small differences between data available via Payments System and NHS IC publication. Former rarely shows aggregated national position nor time series so minimal risk of conflicted messages.</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 sharing agreement with Connecting for Health (Exeter). Non disclosive data accessed through secure web portal.</p>	

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	<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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