

Statement of Administrative Sources

Annex A: Information on administrative source

Community and Mental Health Team
31 May 2016

Statement of Administrative Sources

Enquiries	Please contact the Health and Social Care Information Centre Contact centre Telephone: 0845 300 6016 and email: enquiries@hscic.gov.uk
Name of Administrative Source	Mental Health and Learning Disabilities Data Set (MHLDDS)
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 MHLDDS dataset draws together information from NHS mental health providers patient administration systems (PAS), as well as information from community services. It includes information about mental health, learning disabilities or autistic spectrum disorders (ASD)</p> <p>Submission of data to the MHLDDS is mandatory for NHS funded care, including independent sector providers. Those who are wholly funded by any means that is not NHS, can submit data on an optional basis.</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>The MHLDDS dataset draws together information from NHS mental health providers patient administration systems (PAS), as well as information from community services. It includes information about mental health, learning disabilities or autistic spectrum disorders (ASD).</p> <p>Submission of data to the MHLDDS is mandatory for NHS funded care, including independent sector providers. Those who are wholly funded by any means that is not NHS, can submit data on an optional basis.</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>The source data for the MHLDDS are the essential administrative, clinical and regulatory record keeping systems used by NHS mental health providers to manage the care of patients and the provision of services within the requirements of policy and legislation.</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>

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	<p>HSCIC Statistical Governance policy available from http://www.hscic.gov.uk/pubs/calendar (then click on “Statistical Governance Policy”)</p> <p>HSCIC Freedom of Information process available from http://www.hscic.gov.uk/foi (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>Information on the HSCIC Data Access Request Service is available from http://www.hscic.gov.uk/DARS</p> <p>The NHS Codes of Practice and legal obligations for information security management are available from: http://systems.hscic.gov.uk/infogov/codes</p>	
	Specify if shared Inside/Outside The HSCIC	Data shared with NHS organisations as described above and with certain external customers.
	Range	Information staff and named individuals in external customer organisations
	Nature	Quality assurance. Management information purposes. The production of official statistics publications and indicators.
	Timing	Data is released monthly.
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"> • Mental Health and Learning Disabilities Statistics (MHLDS) reports (September 2014 to November 	

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	<p>2015)</p> <ul style="list-style-type: none"> • Mental Health Bulletin, Annual Report • NHS Outcomes Framework – Publications • MyNHS • Clinical Commissioning Group Outcomes Indicator Set (CCG OIS) – Publications <p>HSCIC publications calendar: http://www.hscic.gov.uk/pubs/calendar</p>
<p>Section 7: Synergies</p>	<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 prior to publication.</p>
<p>Section 8: Security/Data Protection arrangements</p>	<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>Relevant IG policies:</p> <p>HSCIC Statistical Governance policy available from http://www.hscic.gov.uk/media/1350/Publications-Calendar-Statistical-Governance-Policy/pdf/Statistical-Governance-Policy.pdf</p> <p>HSCIC Disclosure Control Procedure available from http://www.hscic.gov.uk/media/13158/Small-Numbers-Procedure/pdf/Small_Numbers_Procedure.pdf</p> <p>ONS Confidentiality Guidance available from http://www.ons.gov.uk/methodology/methodologytopicsandstatisticalconcepts/disclosurecontrol/healthstatistics</p> <p>HSCIC Freedom of Information process available from http://www.hscic.gov.uk/foi</p>