

Statement of Administrative Sources



Annex B: Supporting metadata

Organisation	The Information Centre for Health and Social Care (The NHS Information Centre for health and Social Care) http://www.ic.nhs.uk/
Enquiries	Please contact the NHS Information Centre (NHS IC) Contact centre Telephone: 0845 300 6016 and email: enquiries@ic.nhs.uk
Responsible Statistician	Name: Chris Dew Section: HES/SUS Analysis (Section)
Section 1: Statistical End Product	Accident and Emergency Attendances in England (Experimental Statistics) <i>Please note: On 18 November 2009, the NHS IC published Accident and emergency - Patient journey - Further analysis of the published 2007-08 A&E HES data (experimental statistics). The content of that publication has been absorbed into the annual release of Accident and Emergency Attendances in England (Experimental Statistics) and so a separate annex of supporting metadata for it has not been produced as part of the NHS IC's Statement of Administrative Sources.</i>

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Section 2: Original Administrative/Management Source/System	Name		HES
	Name of the organisation responsible		NHS Trusts
	Purpose of the administrative source		Administering patient care
	Unit of Inquiry		Attendances at accident and emergency departments.
	Intended Coverage		Activity in English NHS Hospitals and English NHS commissioned activity in the independent sector
	Actual Coverage		All attendances submitted by the NHS.
	Geographical Coverage		England
	Lowest level of Geographical Coverage		Hospital Provider
	Extent to which statistical end-producers can influence system?		NHS Information Standards Board controls what information is collected from hospital administration systems.
	Data definitions used		HES data dictionaries available at: http://www.hesonline.nhs.uk/Ease/servlet/ContentServer?siteID=1937&categoryID=289
	Classification systems used		See data dictionary.
	Data Collection Process	1)Periodicity/Timing 2)Validation process	1. Provisional monthly data is collected with final annual data used for this publication. 2. When submitting data there are some validation checks which ensure valid data items are entered. In addition, data validation and cleaning is carried out when the NHS IC receive HES.
	Access Arrangements		Access to HES data is strictly controlled by the NHS National Information Governance Board. Two committees of this Board, the Ethics & Confidentiality Committee and the Database Monitoring Sub Group, approve

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		any access to HES data.
	Dissemination Procedures	n/a
	Publication procedure	n/a.
	Timing/Periodicity of public release	n/a
	Nature of changes to system that could impact on statistics	System changes are implemented by DSCNs. Details available at: http://www.connectingforhealth.nhs.uk/dscn
Section 3: Change Process	DataSet Change Notice process is followed (as above)	
Section 4: The subsequent statistical production process	Validation procedures	Data is dual run and compared to historical figures to validate trends.
	Quality assessment	Monthly data quality dashboards are produced by the IC for the NHS to assess the comprehensiveness of data submitted and if it is compliant with data standards. More information available at: http://www.ic.nhs.uk/services/secondary-uses-service-sus/using-this-service/data-quality-dashboards
	Periodicity of release	Annual
	Potential impact of changes to the source on the statistics produced	Substantive changes to source data will result in breaks in time series data. For example, new diagnosis or treatments codes and changes in geographical boundaries.
	Procedures for mitigating such discontinuities	Discontinuities are explained and footnoted in publications.

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