

Statement of Administrative Sources



Annex B: Supporting metadata

Organisation	The Information Centre for Health and Social Care (The NHS IC) http://www.ic.nhs.uk/	
Enquiries	Please contact the NHS IC Contact centre Telephone: 0845 300 6016 and email: enquiries@ic.nhs.uk	
Responsible Statistician	Jane Winter, Section Head – GP and Dental Pay Team, Workforce and Facilities	
Section 1: Statistical End Product	Dental Working Hours Report for England and Wales	
Section 2: Original Administrative/Management Source/System	Name	NHS Dental Services dental data (and Dental Paper Survey organised by the IC)
	Name of the organisation responsible	NHS Dental Services
	Purpose of the administrative source	Payment/contracting monitoring of dental contract activity
	Unit of Inquiry	Units of dental and orthodontic activity
	Intended Coverage	All NHS dentistry

	Actual Coverage	As above
	Geographical Coverage	England and Wales
	Lowest level of Geographical Coverage	Postcode
	Extent to which statistical end-producers can influence system?	NHS Dental Services have user group to drive design of system
	Data definitions used	Described in the publication
	Classification systems used	n/a
	Data Collection Process	1)Periodicity/Timing 2)Validation process
	Access Arrangements	Registration to on-line system
	Dissemination Procedures	Reporting available to registered users
	Publication procedure	n/a
	Timing/Periodicity of public release	Regular information available
	Nature of changes to system that could impact on statistics	Occasional change of definition or key target measure
Section 3: Change Process	NHS Dental Services manage change control process through steering groups. Key changes on introduction of new dental contract, for example.	
Section 4: The subsequent statistical production	Validation procedures	Validation of aggregate data against previous time series. Mixture of automated and manual quality assurance.

process	Quality assessment	Information on quality is available in the publication and in a data quality statement published alongside the publication
	Periodicity of release	Biennial
	Potential impact of changes to the source on the statistics produced	Introduction of new dental contract and new data collection arrangements meant that breaks in time series were necessary
	Procedures for mitigating such discontinuities	Estimates of comparable figures were possible