

# Statement of Administrative Sources

**Annex B: General Pharmaceutical Services supporting  
metadata**

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## Statement of Administrative Sources

<b>Organisation</b>	The Health and Social Care Information Centre (HSCIC) <a href="http://www.hscic.gov.uk/">http://www.hscic.gov.uk/</a>				
<b>Enquiries</b>	Please contact the Health and Social Care Information Centre Contact centre Telephone: 0845 300 6016 and email: <a href="mailto:enquiries@hscic.gov.uk">enquiries@hscic.gov.uk</a>				
<b>Responsible Statistician</b>	Name: Kate Croft Section: Prescribing & Medicines Team				
<b>Section 1: Statistical End Product</b>	General Pharmaceutical Services in England				
		Source 1	Source 2	Source 3	Source 4
<b>Section 2: Original Administrative/Management Source/System</b>	Name	PHS1 - ROCR/OR/005 4/007	C20	PD1	Pharmacy Appeals Decisions
	Name of the organisation responsible	HSCIC	NHS Prescription Services	NHS Prescription Services	NHS Litigation Authority
	Purpose of the administrative source	To produce publication	Pay pharmacy and appliance contractors	Pay pharmacy and appliance contractors	Manage appeals decision
	Unit of Inquiry	NHS Area Team from 01/04/2013. Previously Primary Care Trust (PCT) Level	Pharmacy level	England level	individual appeal
	Intended Coverage	Each NHS Area Team (previously PCT) in England	All pharmacy and appliance contracts in England	All pharmacy and appliance contracts in England	Every appeal received in England
	Actual Coverage	Each NHS Area Team (previously PCT) in England	All pharmacy and appliance contracts in England	All pharmacy and appliance contracts in England	Every appeal received in England

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Geographical Coverage		From 01/04/2013 NHS Area Team, Region and England. Previously PCT, Strategic Health Authority (SHA) and England	From 01/04/2013 NHS Area Team and England. Previously PCT, SHA and England	England	England
Lowest level of Geographical Coverage		NHS Area Team /PCT	NHS Area Team /PCT	England	England
Extent to which statistical end-producers can influence system?		Data Set Change Notice (DSCN) approved by Information Standards Board (ISB)	None	None	None
Data definitions used		Defined in body of publication	Defined in body of publication	Defined in body of publication	Defined in body of publication
Classification systems used		Defined in body of publication	Defined in body of publication	Defined in body of publication	Defined in body of publication
Data Collection Process	1)Periodicity/Timing 2)Validation process	1) Annually - year ending 31 March 2) Validation rules on collection form. Data also checked against previous year for sense check	1) Annually - year ending 31 March 2) reliant on NHS Prescription Services' quality assurance	1) Annually - year ending 31 March 2) reliant on NHS Prescription Services' quality assurance	1) Annually - year ending 31 March 2) Reliant on NHS Litigation Authority's quality assurance.
Access Arrangements		HSCIC procedures and policies followed for pre-release	HSCIC procedures and policies followed for pre-release	HSCIC procedures and policies followed for pre-release	HSCIC procedures and policies followed for pre-release

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		access.	access.	access.	access.
	Dissemination Procedures	None	on NHS Prescription Services website	on NHS Prescription Services website	Individual Appeal decisions on NHS Litigation Authority website
	Publication procedure	None	no publications	no publications	No publication
	Timing/Periodicity of public release	None	None	None	None
	Nature of changes to system that could impact on statistics	Legal regulation, reorganisation of NHS	Legal regulation, reorganisation of NHS	Legal regulation, reorganisation of NHS	Legal regulation, reorganisation of NHS
<b>continued</b>					
<b>Section 2: Original Administrative/Management Source/System</b>		Source 5	Source 6	Source 7	Source 8
	Name	MUR	AUR	NMS	SAC
	Name of the organisation responsible	NHS Prescription services	NHS Prescription services	NHS Prescription services	NHS Prescription services
	Purpose of the administrative source	Pay pharmacy contractors	Pay pharmacy and appliance contractors	Pay pharmacy contractors	Pay pharmacy and appliance contractors
	Unit of Inquiry	individual Medicines Use Reviews (MUR)	individual Appliance Use Reviews (AUR)	individual New Medicines Services (NMS)	individual Stoma Appliance Customisation (SAC)
	Intended Coverage	Every MUR carried out in England	Every AUR carried out in England	Every NMS carried out in England	Every SAC carried out in England
	Actual Coverage	Every MUR carried out in England	Every AUR carried out in England	Every NMS carried out in England	Every SAC carried out in England

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	Geographical Coverage	From 01/04/2013 NHS Area Team, Region and England. Previously PCT, SHA and England.	From 01/04/2013 NHS Area Team, Region and England. Previously PCT, SHA and England.	From 01/04/2013 NHS Area Team, Region and England. Previously PCT, SHA and England.	From 01/04/2013 NHS Area Team, Region and England. Previously PCT, SHA and England.
	Lowest level of Geographical Coverage	NHS Area Team/ PCT	NHS Area Team/ PCT	NHS Area Team/ PCT	NHS Area Team/ PCT
	Data definitions used	Defined in body of publication	Defined in body of publication	Defined in body of publication	Defined in body of publication
	Classification systems used	Defined in body of publication	Defined in body of publication	Defined in body of publication	Defined in body of publication
	Data Collection Process	1)Periodicity/ Timing 2)Validation process	1) Annually - year ending 31 March 2) reliant on NHS Prescription Services' quality assurance	1) Annually - year ending 31 March 2) reliant on NHS Prescription Services' quality assurance	1) Annually - year ending 31 March 2) reliant on NHS Prescription Services' quality assurance
	Access Arrangements	HSCIC procedures and policies followed for pre-release access.	HSCIC procedures and policies followed for pre-release access.	HSCIC procedures and policies followed for pre-release access.	HSCIC procedures and policies followed for pre-release access.
	Dissemination Procedures	Monthly data on NHS Prescription Services website	none	Monthly on NHS Prescription Services website	none
	Publication procedure	None	None	None	None
	Timing/Periodicity of public release	8 weeks after month end	None	8 weeks after month end	none

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	Nature of changes to system that could impact on statistics	Legal regulation, reorganisation of NHS	Legal regulation, reorganisation of NHS	Legal regulation, reorganisation of NHS	Legal regulation, reorganisation of NHS
<b>Section 3: Change Process</b>	<b>PHS1 - ROCR/OR/0054/005</b>	Review Of Central Returns (ROCR) process leading to agreed changes being disseminated to PCTs/NHS Area Teams via DSCN approved by ISB.			
	<b>C20</b>	external data owner			
	<b>PD1</b>	external data owner			
	<b>Pharmacy Appeals Decisions</b>	external data owner			
	<b>MUR</b>	external data owner			
	<b>AUR</b>	external data owner			
	<b>NMS</b>	external data owner			
	<b>SAC</b>	external data owner			
<b>Section 4: The subsequent statistical production process</b>	Validation procedures	Sense check with previous years			
	Quality assessment	The publication report contains a Data Quality Statement which discusses any data quality issues.			
	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, changes to Pharmaceutical Services legislation, NHS organisation changes			

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	Procedures for mitigating such discontinuities	We would estimate impact and provide conversion if required/appropriate, methodology change notices and liaison with stakeholders
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