

Statement of Administrative Sources

Annex B: Supporting metadata

Organisation	Health and Social Care Information Centre (HSCIC) http://www.hscic.gov.uk/	
Enquiries	Please contact the HSCIC Contact centre Telephone: 0300 3035678 and email: enquiries@hscic.gov.uk	
Responsible Statistician	Name: Jane Winter Section: Hospital Episode Statistics (HES) Analysis	
Section 1: Statistical End Product	Hospital Episode Statistics: Admitted Patient Care	
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	Finished consultant episodes (a continuous period of admitted patient care under one consultant within one healthcare provider).
	Intended Coverage	Activity in English NHS Hospitals and English NHS commissioned activity in the independent sector.
	Actual Coverage	All episodes submitted by the NHS
	Geographical Coverage	England
	Lowest level of Geographical Coverage	Postcode of patient's home address (but any release of this is subject to disclosure control and access to postcode is strictly governed).

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Extent to which statistical end-producers can influence system?		Standardisation Committee for Care Information (SCCI) controls what information is collected from hospital administration systems.
Data definitions used		HES data dictionaries available at: http://www.hscic.gov.uk/hesdatadictionary
Classification systems used		ICD 10 for diagnoses: http://apps.who.int/classifications/icd10/browse/2014/en#/ OPCS for procedures and interventions: http://systems.hscic.gov.uk/data/clinicalcoding/codingstandards/opcs4
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 HSCIC receive HES.
Access Arrangements		Access to HES data is strictly controlled; data may be provided following a stringent application process. All applications, other than for aggregate data, are evaluated by the Data Access Advisory Group (DAAG). DAAG will then make a recommendation to the HSCIC Senior Information Risk Officer (SIRO), who has responsibility for approving the release of the data.
Dissemination Procedures		Managed by DARS: http://www.hscic.gov.uk/dars
Publication procedure		Register of data releases published on HSCIC website
Timing/Periodicity of public release		Quarterly
Nature of changes to system that could impact on statistics		Information Standards Notices (ISNs) are published by the Standardisation Committee for Care Information (SCCI) to announce new or changes to information standards and data collections

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		http://www.hscic.gov.uk/isce/publication/isn
Section 3: Change Process	http://www.hscic.gov.uk/isce/process	
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 HSCIC for the NHS to assess the comprehensiveness of data submitted and if it is compliant with data standards. More information available at: http://www.hscic.gov.uk/sus/dashboards Further investigation carried out on an annual basis and data quality notes produced.
	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.