

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: Andy Sutherland, Head of Profession for Statistics Section: Mental Health and Community Care Team	
Section 1: Statistical End Product	Neighbourhood Statistics: Mental Health – adults accessing NHS specialist mental health services, England - Mental Health Minimum Datasets (MHMDS) annual returns	
Section 2: Original Administrative/Management Source/System	Name	Mental Health Minimum Dataset annual returns
	Name of the organisation responsible	Providers of specialist mental health services
	Purpose of the administrative source	Manage patient care

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	Unit of Inquiry	Adults using specialist mental health services
	Intended Coverage	All specialist NHS mental health service providers
	Actual Coverage	All specialist NHS mental health service providers
	Geographical Coverage	England
	Lowest level of Geographical Coverage	Source data includes postcode of patient's usual residence
	Extent to which statistical end-producers can influence system?	MHMDS is a mandated NHS dataset approved by the Review of Central Returns (ROCR). The dataset is maintained by the NHS Information Centre and any changes made via a change control process.
	Data definitions used	See NHS Data Dictionary for MHMDS definitions: http://www.datadictionary.nhs.uk/data_dictionary/messages/clinical_data_sets/data_sets/mental_health_minimum_data_set_fr.asp?shownav=1
	Classification systems used	ICD10 diagnosis classification, Read codes for treatments
	Data Collection Process	1)Periodicity/Timing 2)Validation process
	Access Arrangements	MHMDS is submitted 5 times a year with 4 quarterly submissions and one annual submission. This publication uses the annual submission. Provider organisation's own data quality processes. Data items with a code set are validated against a schema on submission. Access to source systems will be subject to individual organisation's information security arrangements. Access to processed, record level, anonymised MHMDS data is subject to the NHS Information Centre's Data Access and Information

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		<p>Sharing Policy, available from http://www.ic.nhs.uk/data-protection/freedom-of-information-foi/guide-to-information/our-policies-and-procedures (then click on “Data access information sharing policy”)</p> <p>In addition, any access to full, record level MHMDS which includes some sensitive data items, is controlled by The Database Monitoring Sub Group of the NHS Information Governance Board.</p>
	Dissemination Procedures	Organisations that submit MHMDS may use the data for internal reporting.
	Publication procedure	n/a
	Timing/Periodicity of public release	As above
	Nature of changes to system that could impact on statistics	Changes to the MHMDS mandated via a Dataset Change Notice (DSCN).
Section 3: Change Process	DSCN process	
Section 4: The subsequent statistical production process	Validation procedures	Data items with a code set are validated against a schema on submission. Further validation and assurance is undertaken at various stages during the flow of the data, from the point that trusts submit the data, during processing and on receipt of the data for loading into the NHS Information Centre database for analysis. ONS has its own additional validation procedures for loading data into the Neighbourhood Statistics web site.
	Quality assessment	Information on Data Quality is available in the Data Quality report which accompanies the statistical bulletin relating to the underlying data.

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	Periodicity of release	Quarterly and 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	Explanatory notes will be added for any discontinuities.

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