

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	Provisional Accident and Emergency Quality Indicators	
Section 2: Original Administrative/Management Source/System	Name	Hospital Episode Statistics (HES)
	Name of the organisation responsible	NHS Trusts
	Purpose of the administrative source	Administering patient care
	Unit of Inquiry	Accident & emergency attendances
	Intended Coverage	Activity in English NHS Hospitals and English NHS commissioned activity in the independent sector.
	Actual Coverage	All episodes, appointments and attendances submitted by the NHS.
	Geographical Coverage	England
	Lowest level of Geographical	Postcode of patient's home address (but any release of this is subject to

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Coverage		disclosure control and access to postcode is strictly governed).
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 dictionary: http://www.hscic.gov.uk/hesdatadictionary
Classification systems used		The World Health Organization's ICD-10 (International Classification of Diseases and Related Health Problems) classification for diagnosis information. OPCS-4 (Office of Population, Censuses and Surveys: Classification of Interventions and Procedures, 4th Revision) classification for procedures and interventions.
Data Collection Process	1)Periodicity/Timing 2)Validation process	1) Provisional monthly HES data is collected and published on a monthly basis – precise dates vary from month to month. 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; the information may be given following a stringent application procedure, where the project can justify the need and where aggregated data will not suffice. Any such request where there may be potential for identification of an individual is referred to the appropriate governance committee.
Dissemination Procedures		The HSCIC do not share or disseminate HES data during the period before they are converted into Official Statistics. Post publication dissemination managed by DARS: http://www.hscic.gov.uk/dars

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	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 http://www.hscic.gov.uk/isce/publication/isn
Section 3: Change Process	ISN 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 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/article/1923/SUS-Data-Quality-Dashboards The statistical output is also published with an accompanying data quality note which highlights any known issues in the data.
	Periodicity of release	Monthly
	Potential impact of changes to the source on the statistics produced	Substantive changes to source data (e.g. new diagnosis or treatment codes, or changes in geographical boundaries) will result in breaks in time series data.



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	Procedures for mitigating such discontinuities	Discontinuities are explained and footnoted in publications.
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