

WELSH HEALTH CIRCULAR



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For Action by:

Chief Executives: NHS Trusts
Health Solutions Wales
Business Services Centre

Action required:

Paragraph 11, 12 and 13

For Information to: National Public Health Service, Health Commission Wales, Chief Executives: Local Health Boards,

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Head	Health Statistics and Analysis Unit, Welsh Assembly Government

Dear Colleague,

Corporate Information Implications of Trust Mergers

Summary

1. This circular informs the service of the actions required to ensure corporate data flows are maintained in light of NHS Trust mergers.
2. The standards and procedures should be applied to those information / data submissions in Annex A from 1st April 2008 onwards.
3. These standards are being progressed through the Welsh Information Governance and Standards Board (WIGSB).
4. A Data Set Change Notice providing relevant data definitional and procedural guidance, highlighting new definitions that will be included within the National Data Dictionary for Wales, will be released shortly once the Statutory Instruments for the new Trusts are in place. In the meantime, the new (interim) Trust codes have been advised to the Trusts affected by the mergers.

Background

5. In July 2007, the Welsh Health Minister Edwina Hart gave the go-ahead for consultation on a series of mergers of NHS Trusts in Wales, with the aim of streamlining management and improving services for patients. The following Trusts have been approved to merge from the 1st April 2008.

Ceredigion and Mid Wales NHS Trust	}	Hywel Dda NHS Trust
Pembrokeshire & Derwen NHS Trust		
Carmarthenshire NHS Trust		
Pontypridd & Rhondda NHS Trust	}	Cwm Taf NHS Trust
North Glamorgan NHS Trust		
Swansea NHS Trust	}	Abertawe Bro Morgannwg University NHS Trust
Bro Morgannwg NHS Trust		

6. In order to establish the statutory bodies the Minister has been asked to agree that the following Orders are drafted to effect the mergers;
 - Paragraph 28(1) of Schedule 3 of the National Health Service (Wales) Act 2006 (the 2006 Act) provides that Welsh Ministers may by Order dissolve an

NHS Trust on the application of the NHS Trust concerned (paragraph 28 (2))(a)).

- Section 18 (1) of the 2006 Act provides that Welsh Minister may by Order establish NHS Trusts to provide goods and services for the purpose of the Health Service.
- Paragraph 28 of Schedule 3 to the National Health Service (Wales) Act 2006 (the 2006 Act) provides that before a Dissolution or Transfer Order is made, prescribed consultation must take place. The current provisions for consultation are contained in the National Health Service Trusts (Consultation on Establishment and Dissolution) Regulations 1996, (which continue to have effect by virtue of paragraph 1(2) of Schedule 2 to the National Health Service (Consequential Provisions) Act 2006 (the Regulations, and Schedule 3 to the 2006 Act.

Corporate Information

7. The Information Baseline Work approved by the Corporate Health Information Programme Board in June 2006¹ was utilised as the basis for the data flows which may be affected by the Trust mergers. This was updated to include any further new or amended data / information flows arising after the June 2006 report.
8. A process of prioritisation was undertaken by the project team to ensure due consideration was given to each data flow where the Trust was the source. Annex A details those that were deemed “business critical”, by the project team based on the dependence on the data for AOF, Efficiency targets and commissioning, and the data submission timescales.
9. During 2008-09 there is a requirement to maintain the functionality of current collections to enable the Welsh Assembly Government to track the performance of the former organisations to enable trend comparisons. Following this interim period this guidance will be reviewed, to ascertain the requirements for 2009-10.
10. It is acknowledged that the data flows detailed in Annex A is not an exhaustive list of those affected by the merging of NHS Trusts, thus further work will be undertaken with Policy, Health Statistics and information colleagues to ensure that all data flows have an identified action plan. Those still requiring guidance are detailed in Annex B, further advice on these will follow early in 2008-09.

¹ [Phase one: current corporate data and information flows, key issues and recommendations](#)

Actions Required

11. Trusts are required to;
 - Ensure the data submitted centrally contains either their new or old Trust code, as detailed within Annex A.
12. Health Solutions Wales (HSW) are required to;
 - Maintain the ability to report by old Trust and new Trust as stipulated by Policy and Health Statistics colleagues and as reflected in Annex A.
13. Business Services Centre (BSC) are required to;
 - Ensure those submissions processed by the BSC on behalf of the Welsh Assembly Government are submitted as per the requirements outlined in Annex A.

Clearance

14. This circular has been drafted by the National Assembly's Service Delivery and Performance Management Directorate of the Health and Social Care Department.

Queries

15. All queries should be directed to the contact shown on the front of this circular.

Yours sincerely



Gordon McKenzie
Head of Information Services
Health and Social Care Department

Trust Mergers - Data Flows Requirements 2008-09

Data Flow	Data Processor	Data to be submitted	Data to be published / reported / analysed	Frequency of Submission	Link to Efficiency / AOF Targets
A&E Handover Times	Health Commission Wales (HCW)	Site Specific	Site Specific	Monthly	AoF Target 19
Admitted Patient Care / Outpatient / Critical Care Submissions	HSW	Merged (Site Code of Treatment enables Old Trust to be derived)	Old / Merged	Monthly	Core Measure 1,2,3,4,5,6,7 - AoF Target 8
Ambulance Response Information	Health Statistics and Analysis Unit (HSA)	Submission to be maintained from the Welsh Ambulance Services Trust	As previously	Monthly	AoF Target 4
Bed Statistics (QS1)	HSW	Merged (Site Code of Treatment enables Old Trust to be derived)	Old / Merged	Quarterly	Core Measure 8,9,10 - Supporting Measure 14
Delayed Transfers of Care	HSW	Site Specific	Old / Merged	Monthly	AoF Target 17, 18
Designed to Work (D2W) HR Metrics via Electronic Staff Record (ESR)	WAG	Old Trust Codes to be submitted	Old / Merged	Monthly	Core Measure 15,16
Monthly Waiting Times – Cancer	HSA	Old Trust Codes to be submitted	Old / Merged	Monthly	AoF Target 3
Monthly Waiting Times (Acute) and Diagnostic Therapies Waiting Times Data Collection	BSC/HSA	Old Trust Codes to be submitted	Old / Merged	Monthly	AoF Target 1
Outpatients : GP Referral Management - Aggregate GP Referrals	HSA	Old Trust Codes to be submitted	Old / Merged	Monthly	Core Measure 11
Prescribing Service Units	HSW	Not Applicable	Not Applicable	Monthly	Core Measure 17
Referral to Treatment Times	HSW	Old Trust codes to be	Newly merged Trust	Monthly	AoF Target 1

Data Flow	Data Processor	Data to be submitted	Data to be published / reported / analysed	Frequency of Submission	Link to Efficiency / AOF Targets
		submitted, subject to changing to the merged position for July reporting	basis		
Referral to Treatment Times – Cardiac RTT	BSC/HSA	Old Trust Codes to be submitted	Newly merged Trust basis	Monthly	AoF Target 5
Theatre Utilisation: Late Starts and Early Finishes	HSA	Old Trust Codes to be submitted	Old / Merged	Monthly	Supporting Measure 13
Theatres: Operations Cancelled at Short Notice	HSW	Old Trust Codes to be submitted	Old / Merged	Monthly	Core Measure 12
Weekly SITREPS (95% of new patients spending no longer than 4 hours in a major A&E department from arrival)	HSW	Site Specific	Site Specific	Weekly	AoF Target 2

Trust Mergers - Data Flows Requiring further guidance during 2008-09

Data Flow Name	Description of Data Flow
A&E SAPhTE Reporting	A&E SAPhTE scores are aimed to measure the pressures being faced by A&E departments around Wales.
Abortions	Details of terminations of pregnancy performed in Wales and of terminations of pregnancy performed on Welsh residents in England.
All Wales Injuries Surveillance System (AWISS)	A population-based injury surveillance system, based on data from A&E departments and aiming to cover all major types of injury.
All Wales Perinatal Survey (AWPS) / Confidential Enquiry into Still Births and Deaths in Infancy (CESDI)	All Wales perinatal survey and confidential enquiry into maternal and child deaths
Ambulance SAPhTE Reporting	Ambulance SAPhTE scores are aimed to measure the pressures being faced by each Ambulance Region
Breast Test Wales	Databases of administrative and clinical data to support the administration and evaluation of the breast screening programme.
Caesarean Section Surveillance	Monitoring infections post caesarean sections
Call to Needle Time	Time taken between call for professional help and receiving thrombolytic treatment
Cancer Information	Population-based cancer registration data may be used to monitor variations in incidence and survival over time, between places and between different subgroups in the population.
Child Health Systems (See National Community Child Health Database for derived database)	A national system which supports the delivery of child health services, including a register of all children, together with other data such as immunisation & vaccination, child health surveillance, and a limited set of maternal data.
Congenital Anomaly Register & Information Service (CARIS)	Information on congenital anomalies detected during pregnancy, at birth or during the first year of life. Individual records, including details of the fetus / infant, anomalies detected, and parental details, are held.
Day Care Information	Aggregate annual information on the availability and use of NHS day care facilities
Financial Monitoring Returns (HRG and Programme Budgeting)	Statutory Trust financial returns required by the Assembly
Healthcare Associated Infections	The publication of data on healthcare associated infections specifically in relation to hospital settings.
HIV Surveillance	Information on HIV tests carried out by Welsh laboratories
Infectious diseases	Details of laboratory reports and notifications of selected infectious diseases. A central set of Welsh information is held by PHLS CDSC Wales, mainly fed by the CoSurv computer system.
INTREPID Drs in training	Information to support the postgraduate dean in his responsibility for junior doctors' training. The main hospital database includes details of doctors in training and of training grade posts, and there is also a GP module including details of GP registrars and GP trainers.
Junior Doctors Hours	Information collected to measure compliance with 'New Deal' targets

Data Flow Name	Description of Data Flow
	on junior doctors hours
Korner returns - cervical cytology (KC61 - Pathology Labs)	Aggregate annual information on the cervical smears examined by pathology laboratories (KC61).
Korner returns - Colposcopy (KC65)	Colposcopy information from Trusts (KC65)
Korner returns - community health service activity (Community Nurses) (KC55)	Summary information of age of patients for a number of nurse groups
Korner returns - community health service activity (Dental (KC64))	Information is collected on screening programmes (including the care group (schoolchildren, etc) and the numbers screened and referred), on preventive programmes (including the care group, type of programme (fluoride tablets, rinses, etc) and number of contacts), and on dental health promotion (including the care group, programme name and number of contacts).
Korner returns - Community Health Service Activity (family planning) (KT31)	This return collects information on family planning services activity in health authority / trust clinics, domiciliary services and non-NHS clinics providing services funded
Korner returns - community health service activity (psychiatric nurses and community learning disability) (KC57)	Psychiatric/learning dis. Nurse contacts
Korner returns - complaints (KO41)	Aggregate annual information on written complaints to the NHS in Wales
Korner returns - Day Care (KH14)	Aggregate annual information on the availability and use of NHS day care facilities (KH14)
Korner returns - Mental Health (KP90)	Aggregate information on admissions of psychiatric patients to NHS hospitals / units for people with a mental illness or learning disability and to registered private mental nursing homes, on changes in the legal status of patients in such facilities, and on the number of psychiatric patients resident at 31 March
Korner returns - sexually transmitted diseases (new cases seen at genito-urinary medicine clinics) (KC60)	Sexually transmitted diseases (new cases seen at genito-urinary medicine clinics) (KC60)
Medical and dental staff census	A census of all medical and dental staff employed by the NHS is carried out annually, covering all permanent paid, honorary and locum staff engaged in clinical work at 30 September each year
MMR Immunisation Catch-up	Arrangements for the MMR catch-up programme designed to respond to the increased transmission of mumps across the UK.
MMR Immunisation Catch-up	Arrangements for the MMR catch-up programme designed to respond to the increased transmission of mumps across the UK.
NHS staff vacancies	Details of vacancies unfilled after three months
Non medical staff census	Quarterly information on non-medical staff (including nurses, therapeutic and technical staff, administrative staff, etc), including their age, sex, and occupation group

Data Flow Name	Description of Data Flow
Outpatient Referral Dataset	Patient Level Referral Information
Primary Targeting List Scores (PTLS)	Primary targeting lists are simply a way of sorting waiting lists, and a set of procedures for ensuring that patients are removed from the sorted list in order. The system of booking outpatients described in chapter 3 of A Guide to Good Practice incorporates primary targeting lists; however 'PTLS' should be used wherever a waiting list exists.
Programme Budgeting Return- Trust	Statutory financial returns required by the Assembly from LHBs
Psychiatric Census	A census is taken of residents in hospitals and units in Wales for people with a mental illness or a learning disability
Second Offer Activity	The scheme is designed to ensure treatment within national waiting times standards.
Staff Census	Full census of all NHS staff in post as at September 1st each year
Student Numbers Information	Contracts HE colleges to provide reqd. number of students for following year, dependant on Workforce planning.
Substance Misuse	A database providing information on substance misuse in Wales. It contains anonymised information about substance misusers presenting for help and treatment to reporting agencies and medical practitioners.
Theatre Utilisation Information	The collection of information to determine the utilisation of the Theatres within NHS Trusts
Trust Costing Return - HRG Return	Statutory Trust financial returns required by the Assembly
Trust Financial Returns (TFR2)	Specialty and programme cost return. Information on specialties carried out in NHS trust hospitals.
Trust Financial Returns (TFR3)	Analysis of Expenditure by Type. Information on NHS Trust expenditure by a range of types. Data is analysed between "pay" - i.e. salary grades and "non-pay" - i.e. all other expenditure
Trust Financial Returns TFR2 Analysis of 2006/07 costs by service type	Analysis of TFR2 expenditure by function/department.
Vacancy Summary	Trusts report vacancies unfilled after 3 months
Waiting List (EAL)	Those patients waiting for Inpatient / Daycase Treatment
Waiting List (OP)	Those patients waiting for Outpatient Treatment