Freedom of Information Request

Reference Number: EPUT.FOI.18.544
Date Received: April 2018

*Note to Applicant: As of 1 April 2017, North Essex Partnership University NHS Foundation Trust (NEP) and South Essex Partnership University NHS Foundation Trust (SEPT) merged to form one new organisation known as Essex Partnership University NHS Foundation Trust (EPUT).

Information Requested:

Please see below FOI requests relating to data quality.

1. Name of Trust
   Essex Partnership University NHS Foundation Trust

2. Number of CCG’s
   Basildon and Brentwood
   Castlepoint and Rochford
   Southend on Sea
   Thurrock
   North East Essex
   Mid Essex
   West Essex
   Suffolk CCG

3. Trust Turnover: to the nearest 10 million
   Total Trust Turnover for 2017/18 - £352.229 million

4. Type of services eg. Adult Mental Health, CAMHS, Older People’s services, Learning Disabilities, IAPT etc.
   Adult and Older People Mental Health (inpt and community including PICU)
   CAMHS Inpatients
   Secure Services (Medium and Low)
   Perinatal Services (inpt and community)
   Learning Disability Services (adults and children)
   Community Health Services (inpt and community, including Marginalised Vulnerable Adults and Health Visiting)
   Health and Justice
   Prison Healthcare
   IAPT
   Sexual Health (in partnership with other providers)
   Substance Misuse (in partnership with other providers)
   Special Allocation Scheme (Primary Medical Services)
   Section 75 agreements (Mental Health Social Care and AMHP service)
   Veterans Service
   School Immunisations
   Supported Employment Services
5. Area coverage: e.g. which Counties
   - Essex
   - Bedfordshire (very small Community services and specialist Mental Health services)
   - Suffolk (Marginalised and Vulnerable Adults and Special Allocation Scheme)

6. Data Quality (DQ) sits with Corporate or operational services
   Data Quality sits within corporate services (Business Analysis and Reporting Directorate) as an overall lead however the responsibility for good data quality sits with everyone.

7. DQ Team structure - (with bandings)
   There is not a standalone Data Quality Team but Data Quality is a core part of a number of job roles:
   - AD Business Analysis and Reporting Band 8c (overarching Data Quality MH systems)
   - AD Systems and Information Governance 8c (overarching Data Quality CHS systems)
   - Senior Information Manager 8a x 2
   - Senior Information Analyst band 7 x 2

8. DQ based in operational teams - e.g. office managers/admin staff
   - Within the administration teams, data quality is addressed in weekly reports regarding patient activity/recall being audited and updated
   - System checks that data is inputted correctly and data is extracted (i.e. Letters)
   - Telephone system that can record calls for data quality checks and figures
   - Discussed in team meetings – time scales, data sets
   - Regular communication between admin and clinical staff to ensure data quality is correct

9. Approximate Revenue spent on DQ 17/18
   Costs cannot be provided as the roles noted in Question 7 above cannot be broken down

10. Planned revenue spend on DQ 18/19
    Costs cannot be provided as the roles noted in Question 7 above cannot be broken down

11. What meetings is DQ discussed and escalated?
    Data Quality is discussed through team meetings and service management team meetings. Formal Governance for Data Quality is via IG Steering Sub-Committee which reports into Quality Committee which reports into Trust Board

12. Are you part of a data quality network? If so, which is this?
    No

13. Please list some of your data quality metrics
    EPUT uses the national Data Quality Maturity Index indicators including completeness of:
    - NHS number
    - Postcode
    - GP
    - CCG code
    - Referrer
    - Date of Birth

    In addition we set local indicators including:
    - Timeliness of data entry
    - Completeness of data entry (DDS reports and Appointment reports)
14. Any other relevant comments

Data Quality is reported on regularly via the Trust monthly performance report and quarterly reports to IG Steering Sub-Committee.

Data Quality audits are also undertaken annually as part of the Trust internal audit programme.

The Trust has a fully developed information assurance framework.