

# Publication Report



## NHS Scotland Workforce

Data as at 31 March 2012

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## About ISD

Scotland has some of the best health service data in the world combining high quality, consistency, national coverage and the ability to link data to allow patient based analysis and follow up.

Information Services Division (ISD) is a business operating unit of NHS National Services Scotland and has been in existence for over 40 years. We are an essential support service to NHSScotland and the Scottish Government and others, responsive to the needs of NHSScotland as the delivery of health and social care evolves.

**Purpose:** To deliver effective national and specialist intelligence services to improve the health and wellbeing of people in Scotland.

**Mission:** Better Information, Better Decisions, Better Health

**Vision:** To be a valued partner in improving health and wellbeing in Scotland by providing a world class intelligence service.

## Official Statistics

Information Services Division (ISD) is the principal and authoritative source of statistics on health and care services in Scotland. ISD is designated by legislation as a producer of 'Official Statistics'. Our official statistics publications are produced to a high professional standard and comply with the Code of Practice for Official Statistics. The Code of Practice is produced and monitored by the UK Statistics Authority which is independent of Government. Under the Code of Practice, the format, content and timing of statistics publications are the responsibility of professional staff working within ISD.

ISD's statistical publications are currently classified as one of the following:

- National Statistics (ie assessed by the UK Statistics Authority as complying with the Code of Practice)
- National Statistics (ie legacy, still to be assessed by the UK Statistics Authority)
- Official Statistics (ie still to be assessed by the UK Statistics Authority)
- other (not Official Statistics)

Further information on ISD's statistics, including compliance with the Code of Practice for Official Statistics, and on the UK Statistics Authority, is available on the [ISD website](#).

The United Kingdom Statistics Authority has designated these statistics as National Statistics, in accordance with the Statistics and Registration Service Act 2007 and signifying compliance with the Code of Practice for Official Statistics. Designation can be broadly interpreted to mean that the statistics:

- meet identified user needs;
- are well explained and readily accessible;
- are produced according to sound methods, and
- are managed impartially and objectively in the public interest.

Once statistics have been designated as National Statistics it is a statutory requirement that the Code of Practice shall continue to be observed.

## Introduction

The workforce has a significant role to play in the delivery of quality services that meet the needs of patients and their families and the general public within a modern health service. The Scottish Government published A Force for Improvement in January 2009 as a workforce framework providing a base from which policy and financial decisions can be taken across NHS Boards in partnership with other agencies. A Force for Improvement recognises the importance of workforce data and intelligence in planning the workforce. It needs to be accurate and timely and fit for purpose in supporting planning and decision making at all levels to meet service redesign and delivery needs.

During January 2008 published information changed to reflect the introduction of Agenda for Change. Historically, NHSS workforce information has been published in a format based on the pay structure, namely Whitley for the majority of staff. Agenda for Change is the new, national pay system which has introduced the new pay bands and harmonised terms and conditions for NHS Workers. The main source of workforce statistics is SWISS ([Scottish Workforce Information Standard System](#)). Workforce information was first captured through SWISS in 2007 for the data as at 30th September 2007.

The presentation and format of the published workforce information has been agreed and designed in conjunction with the [ISD Workforce Technical Reference Group](#) which has ISD, NHS Board and Scottish Government representation. It is however recognised that the presentation of the published information will evolve over time as more detailed information is captured via SWISS.

Information available includes;

- All staff in post
- Vacancies (Nursing & Midwifery, Consultant, and Allied Health Professions)
- Staff turnover
- Nursing and Midwifery Agency and Bank nurses
- Equality and Diversity
- Sickness Absence

As of the 1st November 2011, NHSS has responsibility for employing Healthcare staff within prisons. Previously, these people were employed directly by the Scottish Prison Service (SPS). This has resulted in approximately 350 staff (headcount) transferring to NHSS. These staff are included in the figures for 31st December 2011 for the first time, as well as in subsequent releases. It is therefore important to take account of this when comparing trends across previous years.

As part of the transfer process, each member of staff will be allocated to an agenda for change (AfC) job family. This will allow these staff to be appropriately counted within their relevant staff group, for example; Nursing and Midwifery or Allied Health Professions. However, NHS Boards are still in the process of allocating these staff to an appropriate job family. At present, the majority of these staff have not been assigned a job family, and therefore are defined as 'unallocated' and presented within the 'overall' staff in post table only.

As of the 3rd August 2011, National Education for Scotland (NES) has taken responsibility for employing GP Specialty Trainees while they are in the GP component of their training. Previously, these trainees were employed by individual GP practices. As a result the

medical staffing, as reported within the ISD Workforce statistics, has increased by; 477 (headcount) and 449.9 (WTE). It is therefore important to take account of these additional medical staff when comparing trends across previous years.

The ISD Workforce Statistics tables that are impacted as a result of the above change include;

1. Medical staff in post table; Doctors in Training staff group
2. HCHS by specialty; General Practice staff group
3. HCHS by grade; Doctors in Training (no NTN) staff group

As part of on-going IT developments, during 2011 ISD workforce information was migrated in to an ISD workforce data mart. The transfer of these data provided the opportunity to review, and improve, the quality of the information previously reported. However in some instances, for historic workforce data, only the high level staff groupings could be reviewed. For this reason, the numbers presented within the 'Overall staff table' for the staff groups; Medical (HCHS) and Dental (HCHS), for the years 2002, 2005 and 2007, will vary slightly to those numbers published within the more detailed staff grouping tables, including; Medical staff in post table, HCHS by specialty and HCHS by grade.

Over the past year there has been an increasing demand from the public and key stakeholders to have more frequent workforce information reports made available for national use. In response to this, it has been agreed by the [ISD Workforce Statistics Steering group](#) and [ISD Workforce Technical Reference group](#) that workforce statistics should be published on a quarterly basis and this is supported by the Cabinet Secretary for Health, Wellbeing and Cities Strategy. This move will ensure that ISD continues to fully support NHS Boards and the Scottish Government, as part of the on-going planning cycle.

As with all data systems, accuracy of coding is crucial to the quality and credibility of the information captured. It is acknowledged that quality issues exist with regards to workforce information, particularly around the assimilation to AfC, where NHS Boards feel the published data (staff in post) does not truly reflect what is held locally. ISD continue to work with each of the 14 NHS Boards and 8 Special Health Boards, to improve the [data quality](#) of workforce information. Significant progress has been made over the past few years, with ISD now working to address very specific local board data quality issues. The tables within this report present figures in both Headcount numbers and Whole Time Equivalent (WTE). WTEs adjust headcount staff figures to take account of part-time staff. An employee may hold more than one appointment in NHSS. Their appointments may be in more than one NHS organisation, in more than one region, in more than one specialty, or in more than one grade. This issue must be considered when using tables showing Headcount figures as the employee is counted under each organisation / region / specialty / grade they work in but only once in the total. Tables showing WTE figures are not affected.

The headcount and WTE of all medical and dental staff, HCHS medical and dental staff and medical and dental support staff, along with the headcount of General medical Practitioners (GPs) and General Dental Services (GDS) dentists, are also presented.

At present Workforce information published within the ISD workforce website presents staff in post information by Headcount and Whole Time Equivalent. In order to provide additional and more accurate information, ISD have revised current methodologies. These changes include the addition of an 'employments' count and revision to the headcount measure. The employment count is available for all Non medical staff, from September 2007 to present.

Definitions for each include;

- Headcount – This refers to the actual number of individuals (employees) working within the NHSS. This eliminates any double counting that may exist as a result of an employee holding more than one post (see employment below).
- Whole Time Equivalent – This is derived by dividing the number of contacted hours by the number of conditioned hours (hours worked). This adjusts headcount staff figures to take account of part time staff.
- Employment - An employee may hold more than one appointment in NHSS. Their appointments may be in more than one NHS organisation, in more than one region, in more than one specialty, or in more than one grade. The 'Employment' variable will count the employee under each organisation / region / specialty / grade they work i.e. the same employee may be counted more than once.

## Key points

- The total number of staff in post (WTE) as at 31<sup>st</sup> March 2012 is 131,172.1 (*excluding* GPs & GDs) compared with 131,274.3 (WTE) as at 31<sup>st</sup> December 2011. This is a decrease of 0.1% (102.2 WTE).
- The total number of staff in post (Headcount) as at 31<sup>st</sup> March 2012 is 154,366 (*excluding* GPs & GDs) compared with 154,424 (Headcount) as at 31<sup>st</sup> December 2011. This is a decrease of 58 headcount.
- NHS Highland and Highland council are working towards developing an integrated model for health and social care. This new service model will involve an estimated 1,400 staff in adult community care services transferring from Highland council to the NHS board. In addition, an estimated 230 NHS Highland staff in child health services will transfer to the local council. The target date for implementation is April 2012.

This new service model will have a direct impact on the August 2012 (data as at 30th June 2012) NHSS Workforce Statistics publication. It will therefore be important to take account of this when comparing trends across previous years. Relevant notes will be incorporated in future releases.

- The number of Hospital, Community and Public Health Services (HCHS) medical and dental staff in post as at 31<sup>st</sup> March 2012 is 11,834.6 (WTE), compared to 11,919.8 (WTE) as at 31<sup>st</sup> December 2011, an decrease of 0.7% (85.2 WTE).
- The number of Hospital, Community and Public Health Services (HCHS) medical and dental staff in post as at 31<sup>st</sup> March 2012 is 13,218 (Headcount), compared to 13,312 (Headcount) as at 31<sup>st</sup> December 2011, a decrease of 0.7% (94 Headcount).
- The number of consultants in post as at 31<sup>st</sup> March 2012 is 4,427.7 (WTE), compared to 4,425.7 (WTE) as at 31<sup>st</sup> December 2011, an increase of 2 WTE.
- The number of consultants in post as at 31<sup>st</sup> March 2012 is 4,726 (Headcount), compared to 4,712 (Headcount) as at 31<sup>st</sup> December 2011, an increase of 0.3% (14 Headcount).
- The number of nursing and midwifery staff in post as at 31<sup>st</sup> March 2012 is 56,467.3 (WTE), compared to 56,238.5 (WTE) as at 31<sup>st</sup> December 2011, an increase of 0.4% (228.8 WTE).
- The number of nursing and midwifery staff in post as at 31<sup>st</sup> March 2012 is 65,674 (Headcount), compared to 65,341 (Headcount) as at 31<sup>st</sup> December 2011, an increase of 0.5% (333 Headcount).
- The usage (hours) of Agency Nursing and Midwifery staff has decreased in the year 2011/12 by 10.9% in comparison to the 2010/11 figure. The cost of employing these staff has decreased by 9.5%. This is a saving of £414,179.
- Nursing and Midwifery Bank usage (hours) increased in the year 2011/12 by 3.1% in comparison to the 2010/11 figure. The cost of employing these staff has increased by 5.1% (£4.4m).

- The number of Allied Health Professions staff in post as at 31<sup>st</sup> March 2012 is 9,428.2 (WTE), compared to 9,360.4 (WTE) as at 31<sup>st</sup> December 2011, an increase of 0.7% (67.8 WTE).
- The number of Allied Health Professions staff in post as at 31<sup>st</sup> March 2012 is 11,390 (Headcount), compared to 11,320 (Headcount) as at 31<sup>st</sup> December 2011, an increase of 0.6% (70 Headcount).
- The number of Administrative services staff in post as at 31<sup>st</sup> March 2012 is 24,297.8 (WTE), compared to 24,501.8 (WTE) as at 31<sup>st</sup> December 2011, a decrease of 0.8% (204 WTE).
- The number of Administrative services staff in post as at 31<sup>st</sup> March 2012 is 28,382 (Headcount), compared to 28,638 (Headcount) as at 31<sup>st</sup> December 2011, a decrease of 0.9% (256 Headcount).
- The number of Support services staff in post as at 31<sup>st</sup> March 2012 is 13,710.1 (WTE), compared to 13,735.7 (WTE) as at 31<sup>st</sup> December 2011, a decrease of 0.2% (25.6WTE).
- The number of Support services staff in post as at 31<sup>st</sup> March 2012 is 18,753 (Headcount), compared to 18,771 (Headcount) as at 31<sup>st</sup> December 2011, a decrease of 0.1% (18 Headcount).
- The sickness absence rate for NHSS as at 31<sup>st</sup> March 2012 is 4.63 compared to 4.74 as at 31<sup>st</sup> March 2011, a decrease of 2.3%.

## Results and Commentary

### Overall Summary

Key points:

- The total number of staff in post (WTE) as at 31<sup>st</sup> March 2012 is 131, 172.1 (*excluding* GPs & GDs) compared with 131,274.3 (WTE) as at 31<sup>st</sup> December 2011. This is a decrease of 0.1% (102.2 WTE).
- The total number of staff in post (Headcount) as at 31<sup>st</sup> March 2012 is 154 366 (*excluding* GPs & GDs) compared with 154, 424 (Headcount) as at 31<sup>st</sup> December 2011. This is a decrease of 58 headcount.
- The largest staff group is Nursing & Midwifery at 43%. Administrative Services accounts for 18.5%, Support Services 10.5%, Medical (HCHS) 8.5% and Allied Health Professionals 7.2% (all WTE).

Information is available by band, band grouping, age group, contract type & gender, NHS Board and region.

Throughout, information is presented as headcount or whole time equivalent (WTE). WTE adjusts headcount to take account of part-time staff.

Latest data available is 31<sup>st</sup> March 2012

In order to provide additional and more accurate information, ISD have revised current methodologies. These changes include the addition of an 'employments' count and revision to the headcount measure. Information available within the overall summary table includes;

- Headcount for years 2007 onwards. Please note due to revisions in the headcount measure, it is not possible to compare data prior to 2007. For this reason, data from 2002 to 2006 is not available.
- WTE for the years 2002 onwards.
- Employments for years 2007 onwards. Please note employments information for Medical and Dental staff is available at a high level staff group only, as presented above. Employments information for Medical and Dental staff at a specialty and grade level is not available.

**Table OAQT1: Overall NHSS workforce summary by staff grouping as at 31<sup>st</sup> March 2012**

<b>Staff Group</b>	<b>Headcount</b>	<b>WTE</b>	<b>% Headcount</b>
<b>All NHSS staff (Exc GPs &amp; GDs)</b>	<b>154,366</b>	<b>131,172.1</b>	<b>100.0</b>
Medical (HCHS)	12,327	11,114.6	8
General medical practitioners (GPs)	-	..	-
Dental (HCHS)	894	720	0.6
General dental services	-	..	-
Medical & dental support	2,202	1,863.7	1.4
Nursing & midwifery	65,674	56,467.3	42.5
Allied health professions	11,390	9,428.2	7.4
Other therapeutic services	4,078	3,489.8	2.6
Personal & social care	1,102	923.2	0.7
Healthcare science	5,961	5,356.9	3.9
Emergency services	3,726	3,608.9	2.4
Administrative services	28,382	24,297.8	18.4
Support services	18,753	13,710.1	12.1
Unallocated / not known	218	191.7	0.1

The above table reflects information as at 31st March 2012, however additional historic information, for the above table, is available within the ISD Workforce web pages. Notes surrounding this table include;

1. WTE information for general medical practitioners is not available for 2006 onwards. Historical GP WTE figures are coded and need careful interpretation in the light of the coding system. This is explained further at <http://www.isdscotland.org/isd/3842.html> under "Whole Time Equivalent (WTE)".

2. Information is not collected on the working hours of dentists in the General Dental Service.

3. During 2010 ISD have been working with National Education for Scotland (NES) to address Staff in Post data quality issues. This remains an on-going process where the quality of the data is continually improving. At the time of the December 2010 publication, it is believed that staff in post figures presented for NES is slightly under reported. ISD will continue to work with NES during 2011 to ensure any remaining data quality issues are resolved.

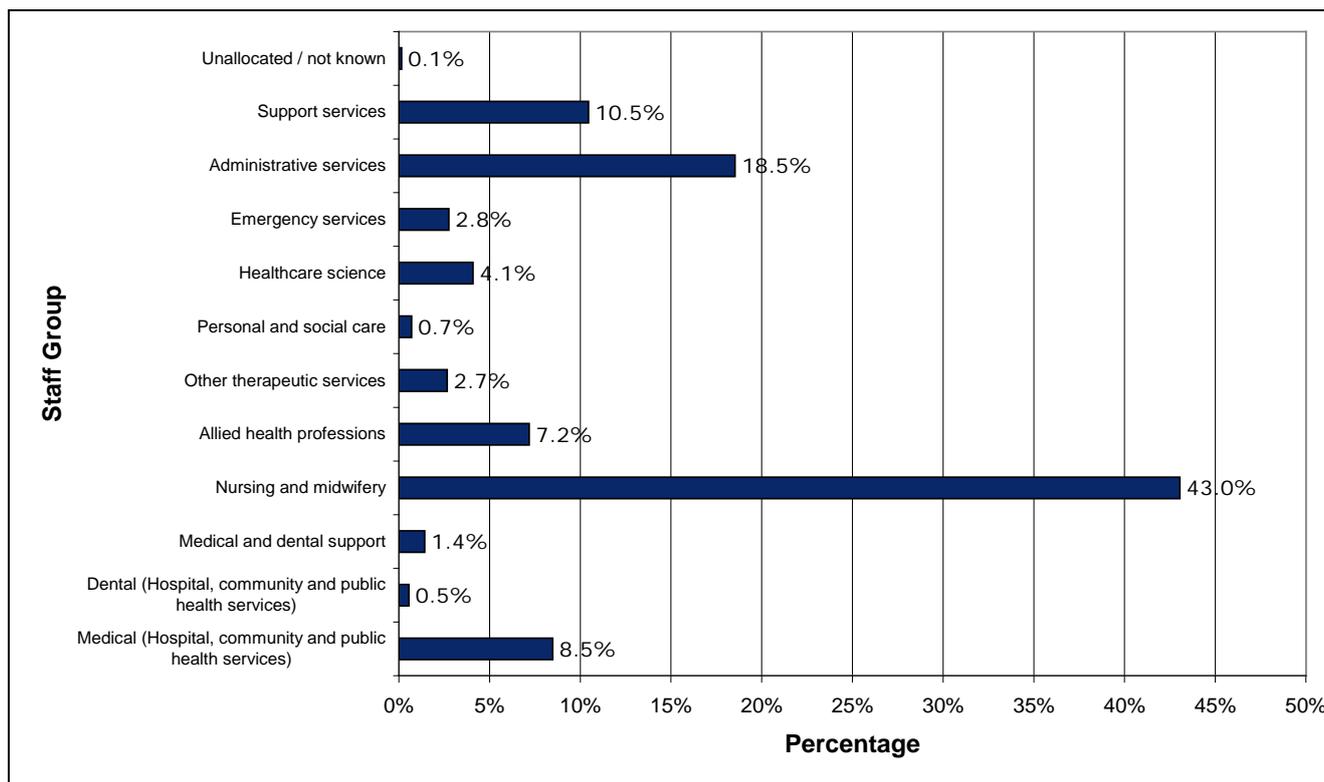
GP workforce information is sourced from the GP Contractor Database (GPCD) - 2010 extract taken 11th November 2010.

Medical and dental workforce information for hospital, community and public health services (HCHS) is sourced from the medical and dental workforce census (MEDMAN) prior to 2008.

Source: Scottish Workforce Information Standard System (SWISS) - 31st March 2012 data extracted 10/04/2012.

Chart OAQC1 below shows the distribution of the NHS Scotland workforce by staff group. The largest staff group is Nursing & Midwifery at 43% (WTE).

**Chart OAQC1: Overall NHSS workforce summary by staff grouping as at 31<sup>st</sup> March 2012**



[Overall NHSS workforce summary by staff grouping](#)

## Results and Commentary

### Medical and Dental

#### Key points

- The number of Hospital, Community and Public Health Services (HCHS) medical and dental staff in post as at 31<sup>st</sup> March 2012 is 11,834.6 (WTE), compared to 11,919.8 (WTE) as at 31<sup>st</sup> December 2011, a decrease of 0.7% (85.2 WTE).
- The number of Hospital, Community and Public Health Services (HCHS) medical and dental staff in post as at 31<sup>st</sup> March 2012 is 13,218 (Headcount), compared to 13,312 (Headcount) as at 31<sup>st</sup> December 2011, an decrease of 0.7% (94 Headcount).
- The number of consultants in post as at 31<sup>st</sup> March 2012 is 4,427.7 (WTE), compared to 4,425.7 (WTE) as at 31<sup>st</sup> December 2011, an increase of 2 WTE.
- The number of consultants in post as at 31<sup>st</sup> March 2012 is 4,726 (Headcount), compared to 4,712 (Headcount) as at 31<sup>st</sup> December 2011, an increase of 0.3% (14 Headcount).
- The consultant vacancy rate as at 31<sup>st</sup> March 2012 is 3.6%, compared with 2.7% as at 31<sup>st</sup> December 2011.
- The number of medical and dental support staff in post as at 31<sup>st</sup> March 2012 is 1,863.7 (WTE), compared to 1,851.9 (WTE) as at 31<sup>st</sup> December 2011, an increase of 0.6% (11.8 WTE).
- The number of medical and dental support staff in post as at 31<sup>st</sup> March 2012 is 2,202 (Headcount), compared to 2,188 (Headcount) as at 31<sup>st</sup> December 2011, an increase of 0.6% (14 Headcount).

The figures reported from 2008 onwards are sourced from [SWISS](#) and from the [Practitioner Contractor Database \(PCD\)](#) and [Management Information and Dental Accounting System \(MIDAS\)](#). Figures reported prior to 2008 are sourced from MEDMAN, PCD and MIDAS. Information is presented by staff group, country of qualification, specialty, grade, age group, gender, contract type, NHS Board and region.

### Medical and Dental: Staff in post

Information in this section relates to the medical and dental workforce in NHSS. It describes the Hospital, Community and Public Health Services (HCHS), General Dental, General Practitioner and medical and dental support workforce.

Information available includes staff in post, vacancy, sickness absence and turnover.

Medical and dental services have been changing over the years to meet the needs of an ever evolving health service. In recent years the medical workforce in particular, has been involved in redesigning services to meet the changing demands which is evidenced in the introduction of new roles.

## Overall trends

Table MDQT1 show the number of medical and dental staff between September 2002 and March 2012. The number (Headcount) of all medical and dental staff has been rising steadily over this time period, however from December 2011 HCHS medical and dental staff has decreased slightly.

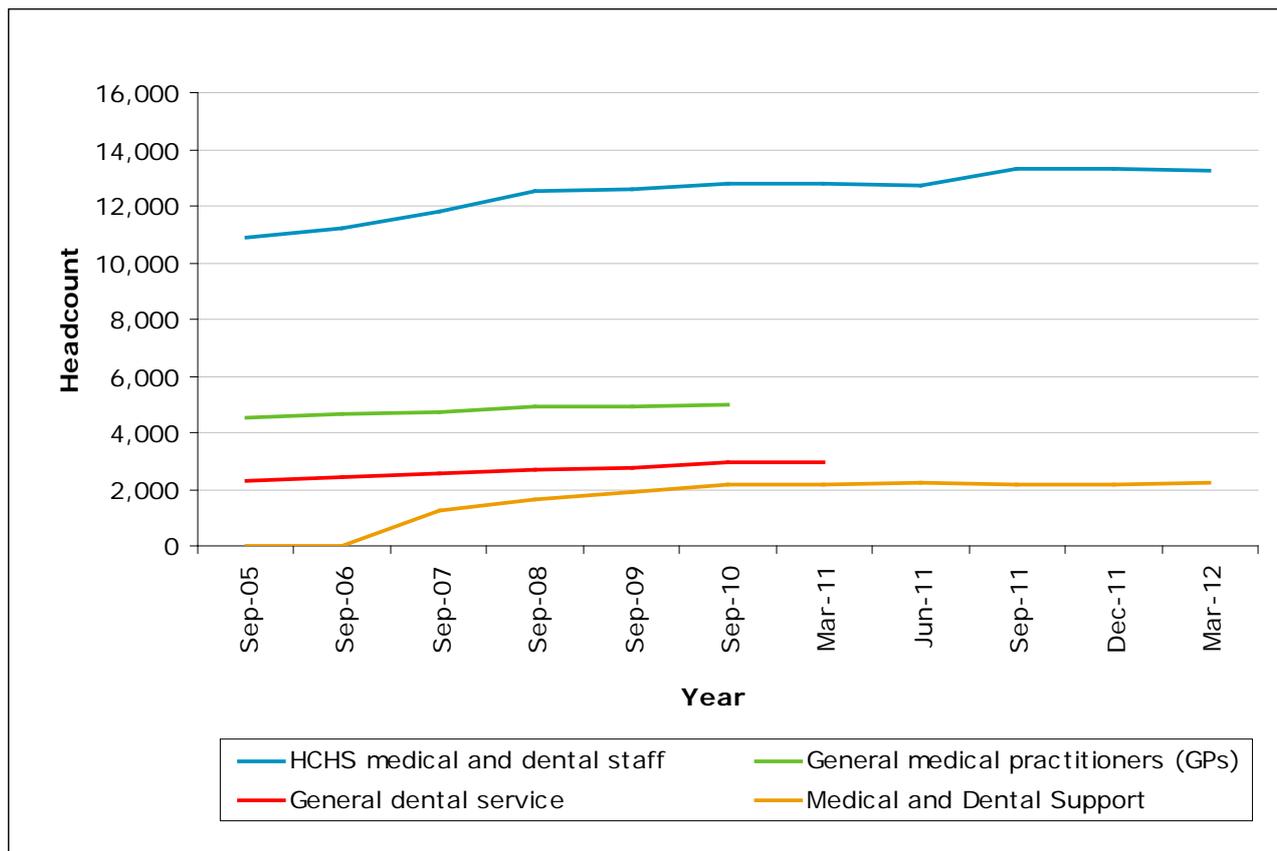
**Table MDQT1: Medical and dental staff (Headcount) by year**

Year	HCHS medical and dental staff	General medical practitioners (GPs)	General dental service	Medical and Dental Support
Sept-2002	10,250	4,360	2,078	..
Sept-2003	10,407	4,447	2,112	..
Sept-2004	10,658	4,456	2,156	..
Sept-2005	10,871	4,548	2,267	..
Sept-2006	11,201	4,622	2,434	..
Sept-2007	11,822	4,719	2,546	1,238
Sept-2008	12,534	4,916	2,703	1,666
Sept-2009	12,618	4,942	2,761	1,928
Sept-2010	12,757	4,960	2,968	2,135
Mar-2011	12,786	..	..	2,167
Jun-2011	12,736	..	..	2,204
Sept-2011	13,336	4,937	3,048	2,165
Dec-2011	13,312	..	..	2,188
Mar-2012	13,218	..	..	2,202

Notes (for Table MDQT1):

1. '..' signifies data is not available.

**Chart MDQC1: Medical and dental staff (Headcount) by trend**



[Medical & Dental staff in post table](#)

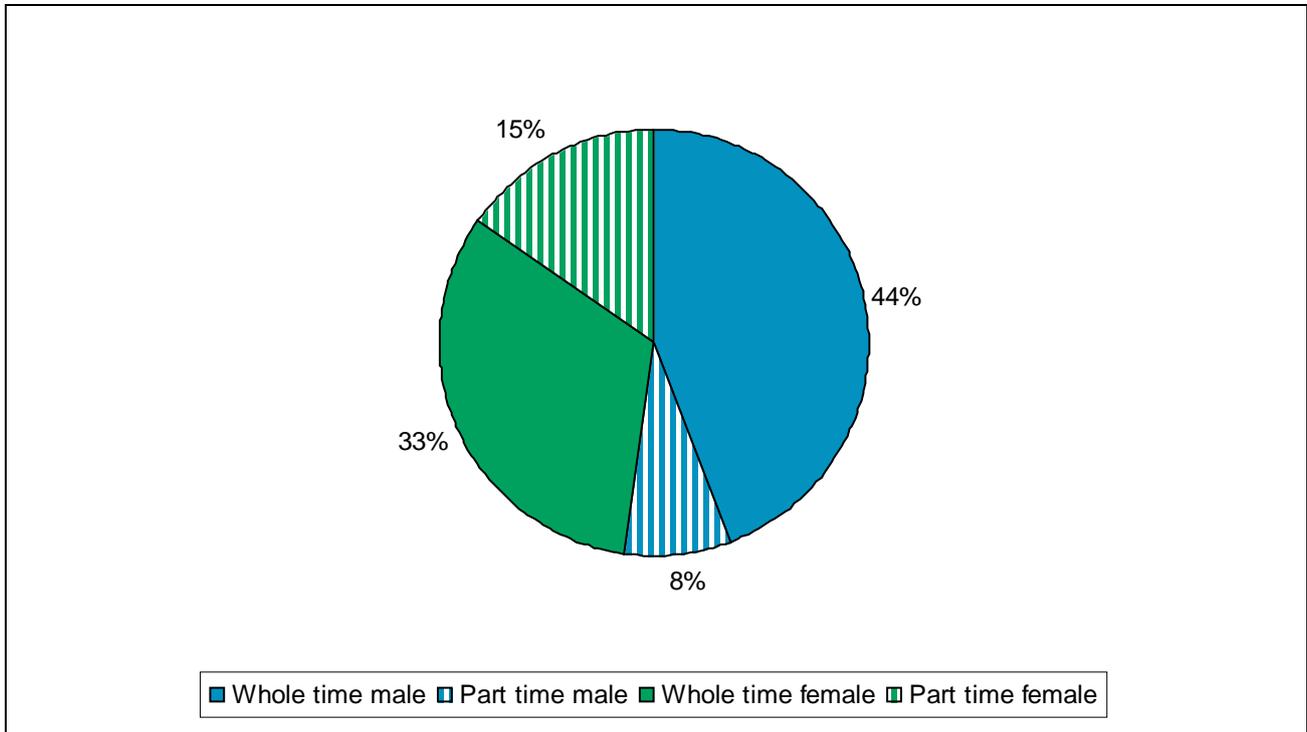
**HCHS medical and dental**

The HCHS medical and dental workforce data presented includes all permanent paid and honorary contracts held by medical and dental staff in post in NHSS. Staff with locum appointments are excluded. The data is sourced from SWISS.

Doctors may hold more than one appointment. Appointments may be in more than one NHS organisation, in more than one region, in more than one specialty, or in more than one grade. In this case, they are counted once under each organisation / specialty / grade but only once in the total.

The chart MDQC2 below shows the HCHS medical and dental staff in NHSS by gender and contract type at 31<sup>st</sup> March 2012. This shows that 52% of HCHS medical and dental staff are male and 48% female with female staff more likely to have a part time contract compared to males.

**Chart MDQC2: HCHS Medical and dental staff by gender and contract type.**



The number of HCHS medical and dental staff (WTE) was 11,834.6 at 31<sup>st</sup> March 2012 compared to 11,919.8 for year ending 31<sup>st</sup> December 2011. The corresponding headcount showed a change from 13,218 at 31<sup>st</sup> March 2012 to 13,312 at 31<sup>st</sup> December 2011.

[Medical & Dental staff in post table](#)

[HCHS medical and dental staff by specialty](#)

[HCHS medical and dental staff by grade](#)

## Consultants

Table MDQT2 shows that the number of HCHS medical and dental consultant staff in post has been increasing between September 2002 and March 2012.

**Table MDQT2: HCHS medical and dental consultant staff in post by year**

Year	Headcount	WTE
Sept-2002	3,411	3,194.8
Sept-2003	3,511	3,283.8
Sept-2004	3,591	3,356.8
Sept-2005	3,719	3,490.9
Sept-2006	3,847	3,624.6
Sept-2007	4,035	3,801.7
Sept-2008	4,581	4,234.4
Sept-2009	4,613	4,252.5
Sept-2010	4,670	4,375.1
Mar-2011	4,714	4,424.9
Jun-2011	4,685	4,400.6
Sept-2011	4,719	4,428.5
Dec-2011	4,712	4,425.7
Mar-2012	4,726	4,427.7

[HCHS medical and dental consultant staff in post table](#)

## Vacancy Information

Vacancy management processes to support the implementation of local workforce plans are in place across NHS Scotland. These processes inform vacancy advertising requirements.

Vacancies are therefore defined as 'unfilled posts' as at 31st March 2012 which are subject to appropriate recruitment arrangements.

Table MDQT3 and the chart MDQC4 below show the number of consultant vacancies (WTE) and total vacancy rate for the past 10 years.

**Table MDQT3: HCHS medical and dental consultant vacancies (WTE) by year**

Year	Total vacant posts	of which vacant for less than 6 months	of which vacant for over 6 months	Total vacancy rate
Sept-2002	191.6	124.2	67.5	5.7%
Sept-2003	235.4	113.4	122.0	6.7%
Sept-2004	280.4	167.3	113.1	7.7%
Sept-2005	297.3	137.8	159.5	7.8%
Sept-2006	272.3	107.4	165.0	7.0%
Sept-2007	282.0	118.8	163.2	6.9%
Sept-2008	186.5	117.5	69.0	4.2%
Sept-2009	166.0	88.9	77.1	3.8%
Sept-2010	139.0	77.0	62.0	3.1%
Mar-2011	135.7	95.6	40.1	3.0%
Jun-2011	127.9	87.4	40.5	2.8%
Sept-2011	112.5	72.2	40.3	2.5%
Dec-2011	123.0	91.5	31.5	2.7%
Mar-2012	167.3	131.3	36.0	3.6%

The overall number of HCHS Consultant vacancies increased from 123.0 WTE (2.7%) as at 31st December 2011 to 167.3 (3.6%) as at 31<sup>st</sup> March 2012.

[HCHC medical and dental consultant vacancy rate table](#)

## Results and Commentary

These statistics are derived from the new workforce warehouse and sourced from the Scottish Workforce Information Standard System.

### Nursing and Midwifery

Key points:

- As at 31<sup>st</sup> March 2012, 42.5% of all staff (Headcount) in NHSS were employed in the nursing and midwifery staff group.
- The number of nursing and midwifery staff in post as at 31<sup>st</sup> March 2012 is 56,467.3 (WTE), compared to 56,238.5 (WTE) as at 31<sup>st</sup> December 2011, an increase of 0.4% (228.8 WTE). The corresponding headcount also showed an increase of 0.5% (333 Headcount) from 65,341 as at 31<sup>st</sup> December 2011 to 65,674 as at 31<sup>st</sup> March 2012.
- The nursing and midwifery vacancy rate as at 31<sup>st</sup> March 2012 is 1.8% with 0.5% being vacant for 3 months or more.
- The usage (hours) of Agency Nursing and Midwifery staff has decreased in the year 2011/12 by 10.9% in comparison to the 2010/11 figure. The cost of employing these staff has decreased by 9.5%. This is a saving of £414,179.
- The use of non-registered Agency Nursing and Midwifery staff increased by 77% from 13.5 average WTE for the year ending 31st March 2011 to 23.9 for the year ending 31st March 2012. Over the same period the use of registered Nursing and Midwifery staff decreased by 26.2% from 77.0 average WTE to 56.8
- Nursing and Midwifery Bank usage (hours) increased in the year 2011/12 by 3.1% in comparison to the 2010/11 figure. The cost of employing these staff has increased by 5.1% (£4.4m).

The information in this section presents a summary of the Nursing and Midwifery workforce in NHSS for staff assimilated to the Agenda for Change nursing and midwifery job family.

Information available includes staff in post, vacancy, and bank and agency spend.

The nursing and midwifery workforce is presented by location of service delivery and by field or patient group served, based on post descriptors. There is also a fuller breakdown for nurses working in the community. Information is available by band, age group, gender, contract type, NHS Board and region.

Throughout, information is presented as headcount, employment or whole time equivalent (WTE). WTE adjusts headcount staff figures to take account of part-time staff.

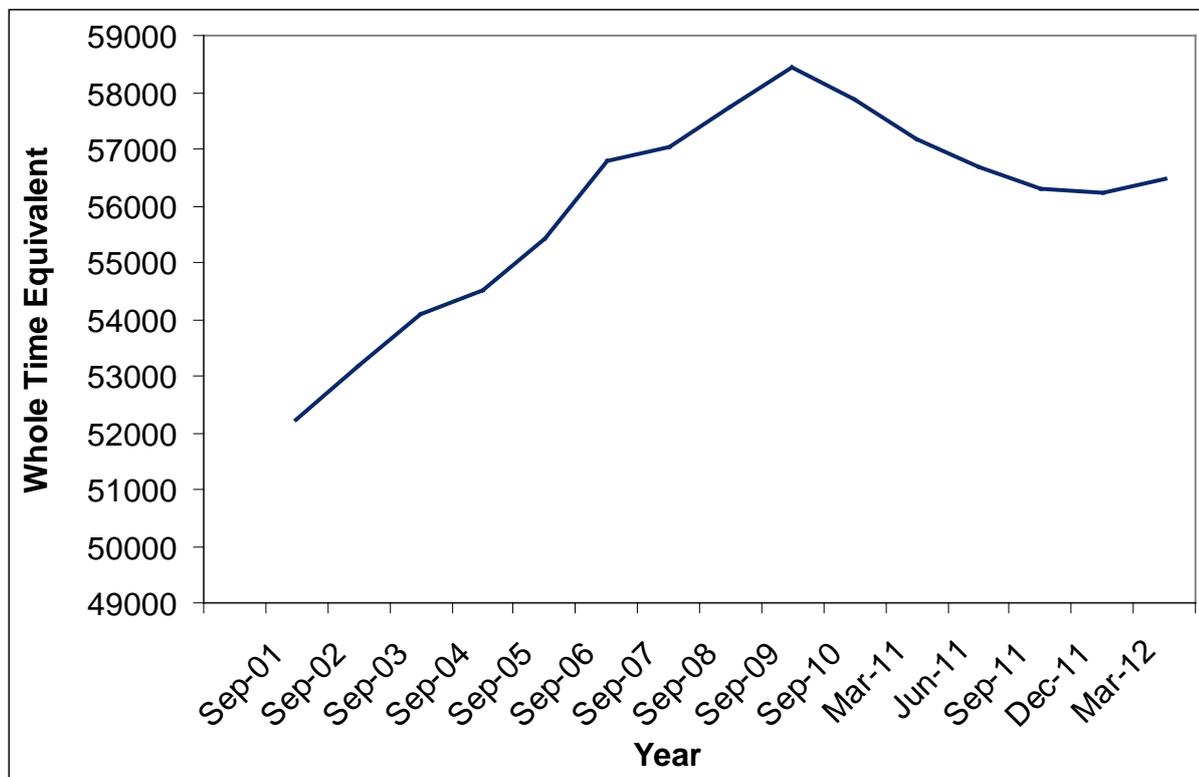
## Nursing and Midwifery: Staff in Post

Table NMQT1 and Chart NMQC1 shows that the number of nurses over the past decade has increased by 8.1%, from 52,214.4 WTE in September 2001 to 56,467.3 in March 2012. An increase of 4252.9 WTE.

**Table NMQT1: Nursing and midwifery staff (WTE) by year; NHS Scotland**

Year	Whole Time Equivalent
Sept-2001	52,214.4
Sept-2002	53,177.5
Sept-2003	54,097.0
Sept-2004	54,520.9
Sept-2005	55,434.3
Sept-2006	56,783.9
Sept-2007	57,049.7
Sept-2008	57,748.9
Sept-2009	58,428.4
Sept-2010	57,878.3
Mar-2011	57,166.9
Jun-2011	56,681.2
Sept-2011	56,309.4
Dec-2011	56,238.5
Mar-2012	56,467.3

**Chart NMQC1: Nursing and midwifery staff (WTE) by trend; NHSS**



The information presented in the NHSS Workforce Information pages changed during January 2008 to reflect the introduction of Agenda for Change (AfC). Historically, NHSS workforce information has been published in a format based on the pay structure, namely Whitley for the majority of staff. Agenda for Change is the new, national pay system, which has introduced the new pay bands and harmonised terms and conditions for NHS workers. For this reason it is not possible to compare Nursing and Midwifery specialty information prior to 2007. [However information from 1996 to 2006 is available here.](#)

[Nursing and midwifery staff by location of service delivery, specialty, band grouping, NHS region and NHS board](#)

## Bank and Agency Nurses and Midwives

In order to provide an overall summary of the usage made of both agency and bank nursing and midwifery workforce in NHS Scotland, these data have been presented together as well as individually. Information on hours worked and cost of agency Nurses and Midwives are collected on an annual basis as at 31<sup>st</sup> March.

Key points:

- The Usage (hours) of Agency Nursing and Midwifery staff has decreased in the year 2011/12 by 10.9% in comparison to the 2010/11 figure. The cost of employing these staff has decreased by 9.5%. This is a saving of £414,179.
- The use of non-registered Agency Nursing and Midwifery staff increased by 77% from 13.5 average WTE for the year ending 31<sup>st</sup> March 2011 to 23.9 for the year ending 31<sup>st</sup> March 2012. Over the same period the use of registered Nursing and Midwifery staff decreased by 26.2% from 77.0 average WTE to 56.8
- Nursing and Midwifery Bank usage (hours) increased in the year 2011/12 by 3.1% in comparison to the 2010/11 figure. The cost of employing these staff has increased by 5.1% (£4.4m).

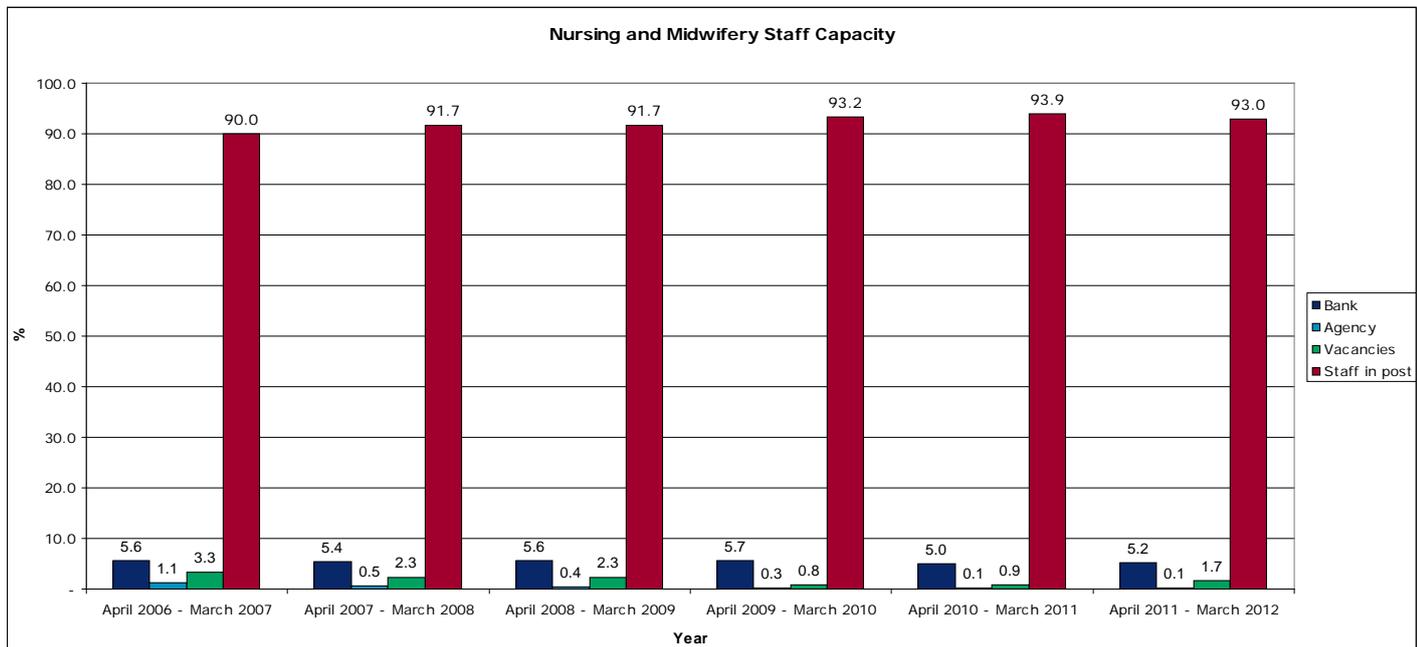
It is also worth noting that for the year ending 31<sup>st</sup> March 2001 return, NHS Boards were requested to collect information for the first time on the cost of employing agency Nurses. For this reason information on costs are only available from 2001 onwards.

In addition, revisions were made to this collection during 2008 to allow for direct comparisons with the quarterly national procurement reports. This provides the opportunity to monitor more robustly the usage of agency staff.

**Table NMQT2: Nursing and Midwifery Bank and Agency percentage (%) capacity by NHS Board and Region from April 2011 to March 2012**

<b>NHS Board</b>	<b>Bank</b>	<b>Agency</b>	<b>Vacancies</b>	<b>Staff in Post</b>
<b>Scotland</b>	<b>5.2</b>	<b>0.1</b>	<b>1.7</b>	<b>93.0</b>
East Region	5.3	0.1	2.2	92.4
NHS Borders	5.7	0.2	0.3	93.8
NHS Fife	4.8	0.0	3.1	92.2
NHS Lothian	5.4	0.1	2.1	92.4
North Region	4.8	0.1	2.7	92.4
NHS Highland	5.5	0.1	3.5	90.9
NHS Grampian	7.3	0.0	3.5	89.2
NHS Orkney	3.6	0.9	6.0	89.4
NHS Tayside	1.9	0.1	1.6	96.4
NHS Western Isles	3.5	-	0.8	95.6
NHS Shetland	4.1	-	1.5	94.4
West Region	5.7	0.2	0.9	93.3
NHS Ayrshire & Arran	2.6	0.1	0.6	96.7
NHS Greater Glasgow & Clyde	6.0	0.3	0.6	93.1
NHS Lanarkshire	7.7	0.0	1.1	91.2
NHS Forth Valley	6.4	0.0	1.5	92.1
NHS Dumfries & Galloway	2.2	-	2.5	95.2
National Bodies and Special Health Boards	0.2	0.1	2.1	97.6
State Hospital	0.4	-	4.0	95.6
National Waiting Times Centre	0.4	0.1	3.1	96.4
Scottish Ambulance Service	-	-	-	-
NHS 24	-	-	-	100.0
NHS National Services Scotland	-	-	0.2	99.8
NHS Education for Scotland	-	-	-	-
NHS Health Scotland	-	-	-	-
NHS Healthcare Improvement Scotland <sup>1</sup>	-	-	-	-

**Chart NMQC2: Nursing and Midwifery Bank and Agency Nurses percentage (%) capacity by trend**



[Agency Nursing & Midwifery staff by registration status and NHS Board for the financial period 1<sup>st</sup> April to 31<sup>st</sup> March](#)

[Bank Nursing and Midwifery staff by NHS Board and NHS Region](#)

[Agency and Bank Nursing and Midwifery comparison \(Capacity\)](#)

## Results and Commentary

### Allied Health Professions

#### Key points

- As at 31<sup>st</sup> March 2012, 7.4% of all staff (Headcount) in NHSS were employed in the Allied Health Professions staff group. [\[AHP table 1\]](#)
- The number of Allied Health Professions staff in post as at 31<sup>st</sup> March 2012 is 9,428.2 (WTE), compared to 9,360.4 (WTE) as at 31<sup>st</sup> December 2011, an increase of 0.7% (67.8 WTE). The corresponding Headcount showed an increase of 0.6% (70 Headcount) from 11,320 as at 31<sup>st</sup> December 2011 to 11,390 as at 31<sup>st</sup> March 2012. [\[AHP table 2\]](#)
- The Allied Health Professions vacancy rate as at 31<sup>st</sup> March 2012 is 2.8% with 0.8% being vacant for 3 month or more. [\[AHP table 3\]](#)

Information in this section relates to the AHP workforce in NHSS. The AHP information is sourced from Scottish Workforce Information Standard System (SWISS) and describes the numbers of staff assimilated and not assimilated to the Agenda for Change AHP job family.

Information available includes staff in post, vacancy, and turnover.

The AHP workforce is presented by specialty. Information is available by band, band grouping, age group, contract type & gender, NHS Board and region.

Throughout, information is presented as headcount, employment or whole time equivalent (WTE). WTE adjusts headcount to take account of part-time staff.

Latest data available is 31<sup>st</sup> March 2012.

### Allied Health Professions: Staff in post

Allied Health Professions are the 5<sup>th</sup> largest staff group (Headcount) in NHSS accounting for 7.4%. [\[AHP table 1\]](#)

The number of AHP staff in post as at 31<sup>st</sup> March 2012 is 9,428.2 (WTE), compared to 9,360.4 (WTE) as at 31<sup>st</sup> December 2011, an increase of 0.7% (67.8 WTE). The corresponding headcount showed an increase of 0.6% (70 Headcount) from 11,320 as at 31<sup>st</sup> December 2011 to 11,390 as at 31<sup>st</sup> March 2012. [\[AHP table 2\]](#)

### Vacancies

Vacancy management processes to support the implementation of local workforce plans are in place across NHS Scotland. These processes inform vacancy advertising requirements.

Vacancies are therefore defined as 'unfilled posts' as at 31<sup>st</sup> March 2012 which are subject to appropriate recruitment arrangements.

The number of AHP vacancies increased from 172.1 (1.8%) on 31<sup>st</sup> December 2011 to 273.1 (2.8%) on 31<sup>st</sup> March 2012.

[AHP table 3](#)

## Results and Commentary

### Other Therapeutic Staff and Personal and Social Care

Key points:

- The number of Other Therapeutic staff in post as at 31<sup>st</sup> March 2012 is 3,489.8 (WTE), compared to 3,459 (WTE) as at 31<sup>st</sup> December 2011, an increase of 0.9% (30.8WTE).
- The number of Other Therapeutic staff in post as at 31<sup>st</sup> March 2012 is 4,078 (Headcount), compared to 4,043 (Headcount) as at 31<sup>st</sup> December 2011, an increase of 0.9% (35 Headcount).
- The number of Personal and Social Care staff in post as at 31<sup>st</sup> March 2012 is 923.2 (WTE), compared to 929.4 (WTE) as at 31<sup>st</sup> December 2011, a decrease of 0.7% (6.2WTE).
- The number of Personal and Social Care staff in post as at 31<sup>st</sup> March 2012 is 1,102 (Headcount), compared to 1,110 (Headcount) as at 31<sup>st</sup> December 2011, a decrease of 0.7% (8 Headcount).

Information in this section relates to the Other Therapeutic and Personal and Social Care workforce in NHSS.

Information is available by trend, band and NHS Board and region.

Throughout, information is presented as headcount, employment and whole time equivalent (WTE).

Latest data available is 31<sup>st</sup> March 2012.

[Other therapeutic staff and personal and social care](#)

Table OTPCQT1 below presents trend information for Other Therapeutic Staff and Personal and Social Care.

**Table OTPCT1: Other Therapeutic Staff and Personal and Social Care (WTE) by specialty and year; NHSS**

	Dec-11	Mar-12	Change Dec-11 to Mar-12
<b>Other therapeutic staff</b>	<b>3,459</b>	<b>3,489.8</b>	<b>0.9</b>
Clinical psychology and counselling	1,206.7	1,232.7	2.2
Genetic counselling	29.8	30.3	1.7
Optometry	40.5	40.8	0.6
Pharmacy	2,112.4	2,115.6	0.2
Play specialists	68.6	69.3	1.1
Not assimilated	1.0	1.1	10.7
<b>Personal and social care</b>	<b>929.4</b>	<b>923.2</b>	<b>-0.7</b>
Chaplaincy	65.3	65	-0.4
Health promotion	856.1	850.1	-0.7
Sexual health	-	-	x
Social work	6.7	6.7	-
Not assimilated	1.4	1.4	-

Table OPTCQT2 below shows that band 8a (20.2%) is the largest band group (WTE) within Other Therapeutic staff and band 6 (37.5%) is the largest band group (WTE) within Personal and Social Care.

**Table OPTCQT2: Other Therapeutic Staff and Personal and Social Care (WTE) by band as at 31<sup>st</sup> March 2012**

Band	Other Therapeutic	Personal and Social Care
<b>Total</b>	<b>3,489.8</b>	<b>923.2</b>
Band 9	20.7	-
Band 8d	76.3	7.0
Band 8c	198.2	5.0
Band 8b	274.8	26.0
Band 8a	706	58.6
Band 7	564.7	229.4
Band 6	503.1	346.3
Band 5	503.6	163.2
Band 4	339.9	58.5
Band 3	53.2	21.9
Band 2	248.3	6.6
Band 1	-	-

## Results and Commentary

### Healthcare Scientists

Key points:

- As at 31<sup>st</sup> March 2012, 3.9% of all staff (Headcount) in NHSS was employed in the Healthcare Scientist staff group.
- The number of Healthcare Scientist Staff in post as at the 31<sup>st</sup> March 2012 is 5,356.9 (WTE), compared to 5,376.1(WTE) as at the 31<sup>st</sup> December 2011, a decrease of 0.4% (19.2WTE).
- The number of Healthcare Scientist Staff in post as at the 31<sup>st</sup> March 2012 is 5,961 (Headcount), compared to 5,985 (Headcount) as at the 31<sup>st</sup> December 2011, a decrease of 0.4% (24 Headcount).

Information in this section relates to the Healthcare Scientists workforce in NHS Scotland. Healthcare Scientists workforce information is sourced from the Scottish Workforce Information Standard System (SWISS) and describes the numbers of staff assimilated and not assimilated to the Agenda for Change Healthcare Scientist job family.

The Healthcare Scientist workforce is presented by specialty. Information is available by band, band grouping, age group, contract type & gender, NHS Board and region.

Throughout, information is presented as headcount, employments and whole time equivalent (WTE). WTE adjusts headcount to take account of part-time staff.

Latest data available is 31<sup>st</sup> March 2012.

[Healthcare Science staff by specialty, band, NHS Region and NHS Board](#)

## Healthcare Scientists: Staff in post

Table HCSQT1 below presents trend information for Healthcare Scientists and shows the number of healthcare scientists had increased by 4%, from 5,152.9 (WTE) in September 2007 to 5,356.9 in March 2012. An increase of 204 (WTE).

**Table HCSQT1: Healthcare Scientists (WTE) by year; NHSS**

<b>Year</b>	<b>Whole Time Equivalent</b>
Sept-2007	5,152.9
Sept-2008	5,158.4
Sept-2009	5,593.8
Sept-2010	5,628.0
Mar-2011	5,570.7
Jun-2011	5,474.4
Sept-2011	5,426.1
Dec-2011	5,376.1
Mar-2012	5,356.9

Table HCSQT2 below shows that the largest staff group (WTE) within the Healthcare science job family work within a Life sciences setting (86.2%). The second largest staff group is Physiology Sciences (9.4%).

**Table HCSQT2: Healthcare Scientists (WTE) by staff group and year; NHSS**

<b>Healthcare Scientist Staff</b>	<b>Dec-11</b>	<b>Mar-12</b>	<b>Change Dec-11 to Mar-12</b>
<b>Healthcare science staff</b>	<b>5,376.1</b>	<b>5,356.9</b>	<b>-0.4</b>
<b>Physiology sciences</b>	<b>508</b>	<b>505.2</b>	<b>-0.5</b>
Clinical physiology	467.6	464.2	-0.7
Clinical sciences physiology	16.1	16.7	4.0
Clinical perfusion physiology	24.3	24.3	-
<b>Life sciences</b>	<b>4,686.7</b>	<b>4,619.7</b>	<b>-1.4</b>
Biomedical sciences life	3,174.1	3,163.9	-0.3
Clinical sciences life	1,069.7	1,036.4	-3.1
Clinical technology life	442.9	419.5	-5.3
<b>Physical sciences</b>	<b>160.8</b>	<b>211.4</b>	<b>31.5</b>
Clinical sciences physical	46.8	53.9	15.3
Clinical technology physical	70.1	92.3	31.7
Clinical photographer / illustrator physical	38.9	60.2	54.7
Maxillofacial prosthetics physical	5.0	5.0	-
Not assimilated	20.5	20.5	-

Table HCSQT3 below shows the number of Healthcare Scientist staff in NHSS by Agenda for Change bands (WTE) as at 31<sup>st</sup> March 2012. The majority of Healthcare Scientists can be found within band 6 (33.9%), followed by band 7 (21.1%) and band 3 (14.4 %). This pattern is also representative across the majority of NHS Boards.

**Table HCSQT3: Healthcare Scientists (WTE) by band as at 31<sup>st</sup> March 2012**

<b>Band</b>	<b>WTE</b>	<b>Percentage (%)</b>
<b>Total</b>	<b>5,356.9</b>	<b>-</b>
Band 9	14.7	0.3
Band 8d	55	1.0
Band 8c	79.5	1.5
Band 8b	185.6	3.5
Band 8a	334.1	6.2
Band 7	1,130.5	21.1
Band 6	1,813.4	33.9
Band 5	408	7.6
Band 4	223.9	4.2
Band 3	771.5	14.4
Band 2	320.4	6.0
Band 1	0.0	-

[Healthcare Science staff by specialty, band, NHS Region and NHS Board](#)

## Results and Commentary

### Emergency, Administrative and Support Services

Key points:

- The number of Emergency services staff in post as at 31<sup>st</sup> March 2012 is 3,608.9 (WTE), compared to 3,628.2 (WTE) as at 31<sup>st</sup> December 2011, a decrease of 0.5% (19.3 WTE).
- The number of Emergency services staff in post as at 31<sup>st</sup> March 2012 is 3,726 (Headcount), compared to 3,755 (Headcount) as at 31<sup>st</sup> December 2011, a decrease of 0.8% (29 Headcount).
- The number of Administrative services staff in post as at 31<sup>st</sup> March 2012 is 24,297.8 (WTE), compared to 24,501.8 (WTE) as at 31<sup>st</sup> December 2011, a decrease of 0.8% (204 WTE).
- The number of Administrative services staff in post as at 31<sup>st</sup> March 2012 is 28,382 (Headcount), compared to 28,638 (Headcount) as at 31<sup>st</sup> December 2011, a decrease of 0.9% (256 Headcount).
- The number of Support services staff in post as at 31<sup>st</sup> March 2012 is 13,710.1 (WTE), compared to 13,735.7(WTE) as at 31<sup>st</sup> December 2011, a decrease of 0.2% (25.6 WTE).
- The number of Support services staff in post as at 31<sup>st</sup> March 2012 is 18,753 (Headcount), compared to 18,771(Headcount) as at 31<sup>st</sup> December 2011, a decrease of 0.1% (18 Headcount).

Information in this section relates to the Emergency, Administrative and Support Services workforce in NHS Scotland.

Information is available by trend, band and NHS Board and region.

Throughout, information is presented as headcount, employment and whole time equivalent (WTE).

Latest data available is 31<sup>st</sup> March 2012.

[All other staff in post including trend](#)

## Emergency, Administrative and Support Services: Staff in post

Table AOSQT1 below presents trend information for Emergency, Administrative and Support services.

**Table AOSQT1: Emergency, Administrative and Support Services (WTE) by staff group and year; NHSS**

	Dec-11	Mar-12	Change Dec-11 – Mar-12
<b>Administrative services</b>	<b>24,501.8</b>	<b>24,297.8</b>	<b>-0.8</b>
Central functions	12,379.4	12,273.3	-0.9
Support to clinical staff	10,747	10,673.5	-0.7
NHS24 Call Handlers	287.7	287.0	-0.2
Management grades (non AfC)	1,056.8	1,027.4	-2.8
Not assimilated	30.9	36.6	18.6
<b>Support services</b>	<b>13,735.7</b>	<b>13,710.1</b>	<b>-0.2</b>
General services	3,356.2	3,384.4	0.8
Hotel services	7,873.9	7,828.6	-0.6
Maintenance and estates	1,798.1	1,792.4	-0.3
Sterile services	700.1	697.7	-0.3
Not assimilated	7.4	7.0	-5.6
<b>Emergency services</b>	<b>3,628.2</b>	<b>3,608.9</b>	<b>-0.5</b>
Ambulance care assistant	842	840.6	-0.2
Auxiliary	-	-	x
Driver	58.4	49.0	-16.2
EMDC / control	297.5	300.3	0.9
Paramedic	1,368.7	1,384.1	1.1
Technician	978.6	947	-3.2
Other	83.0	88.0	6.0
Not assimilated	-	-	x

Table AOSQT2 below shows as at 31<sup>st</sup> March 2012 that band 5 (33.7%) was the largest band group (WTE) within Emergency services, band 4 (28.2%) was the largest band group (WTE) within Administrative services and band 2 (36.3%) was the largest band group (WTE) within Support services.

**Table AOSQT2: Emergency, Administrative and Support Services (WTE) by band as at 31<sup>st</sup> March 2011**

<b>Band</b>	<b>Emergency services</b>	<b>Administrative services</b>	<b>Support services</b>
<b>Total</b>	<b>3,608.9</b>	<b>24,297.8</b>	<b>13,710.1</b>
Band 9	-	2.0	-
Band 8d	-	25.6	3.0
Band 8c	-	161.5	12.8
Band 8b	-	335.8	45.0
Band 8a	-	601.0	72.0
Band 7	104.0	1,431.9	208.5
Band 6	232.8	2,181.9	288.3
Band 5	1,216.8	2,576.5	503.9
Band 4	1,064.1	6,852.2	1,005.1
Band 3	942.3	4,118.4	1,939.9
Band 2	49.0	4,916.2	4,976.2
Band 1	-	30.9	4,650.4

[All other staff in post including trend](#)

## Results and Commentary

### Staff Governance

#### Key points

- The sickness absence rate for NHSS reduced by 2.3% to a figure of 4.63% for the period 1<sup>st</sup> March 2011 to 30<sup>th</sup> April 2012.
- The NHS / Special Board with the highest sickness absence rate for the period 1<sup>st</sup> March 2011 to 30<sup>th</sup> April 2012 was the Scottish Ambulance Service with a rate of 6.29. NHS Education for Scotland (2.54) and NHS Health Improvement Scotland (2.80) had the lowest sickness absence rates.
- As at 31st March 2012, data on ethnic group was available for 64.4% of the NHSS workforce.

This section provides information regarding staff governance figures, including Equality and Diversity and Sickness Absence.

Also provided is a ten year trend in NHSS workforce figures by region and NHS Board.

## Staff Governance

### Sickness Absence

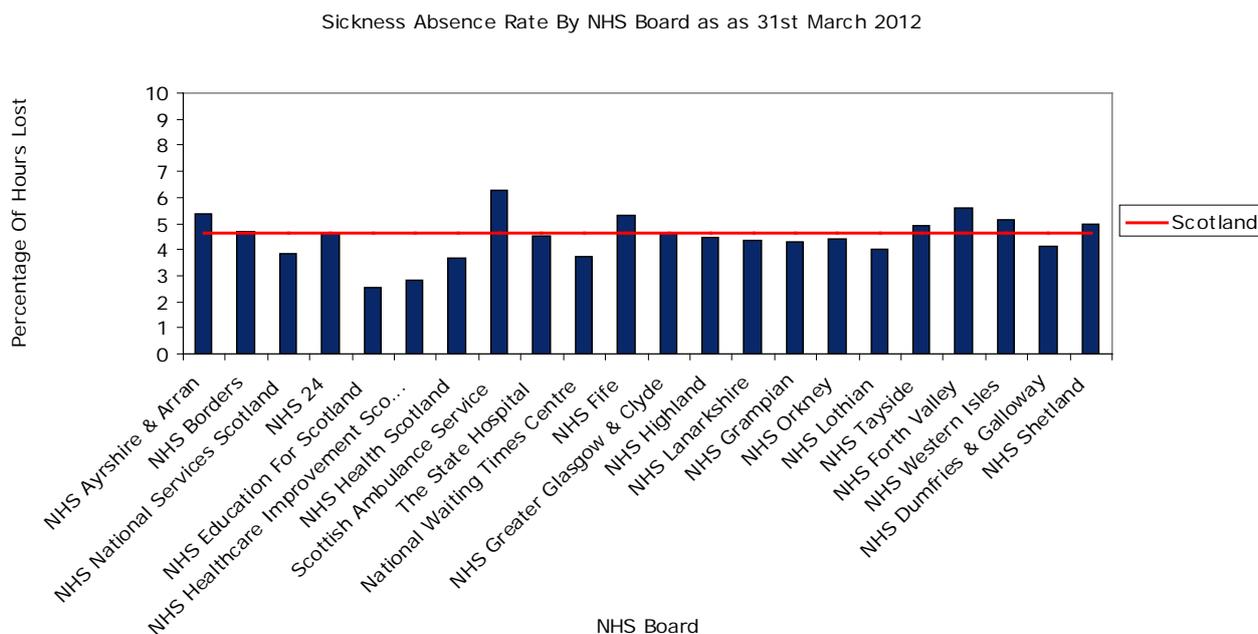
There is a national standard which requires NHS Boards to achieve a sickness absence rate of 4%. The monitoring of this takes place throughout the year in conjunction with NHS Boards and the Scottish Government.

For April 2011 to March 2012 the sickness absence rate for Scotland is 4.63% which is a 2.3% decrease from the previous year. Twelve of the twenty two NHS Boards reduced their sickness absence rates during this period but there are sixteen NHS Boards which are higher than the 4% standard and of these, five NHS Boards have recorded sickness absence rates of 5% or more.

Sickness absence has been defined as the following - Normal Sick Leave, Unpaid Sick Leave, Industrial Injury, Accident involving a third party and Injury resulting from a Crime of Violence.

SACHart1 below presents Sickness Absence rates by NHS Boards as at 31st March 2012 and shows the progress made towards the national 4% standard.

#### SACHart1: Sickness Absence rate by NHS Boards as at 31<sup>st</sup> March 2012.



Information showing the trend in sickness absence rates for NHSS from 2002 and for NHS Boards from 2005 can be found in the following table:

#### [Sickness Absence](#)

## Equality and Diversity

Information presented in this section is based on self-reporting by staff in NHS Scotland. Data is collected via staff engagement forms when people join, or change organisations within, NHSS, or via a questionnaire exercise undertaken for all staff in post.

Completion of the questionnaire exercise was optional and response rates varied across the country. It is important to bare this in mind when drawing conclusions from this information.

As at 31st March 2012, data on ethnic group was available for 64.4% of the NHSS workforce with 18.8% declining to answer and 16.8% not known.

As at 31st March 2012, data on religion was available for 51.4% of the NHSS workforce with 19.1% declining to answer and 28.2% not known.

There is a large proportion of equality and diversity data which is either unknown or employees have declined to answer.

For information on all equality and diversity categories which include Ethnic Group, Religion, Disability, Transgender and Sexual Orientation, please go to the following table:

[Equality and Diversity](#)

## Results and Commentary

### Dental workforce

Key points:

- The number of dentists working in the GDS has increased by 6% from 2,940 as at 31<sup>st</sup> March 2011 to 3,115 as at 31<sup>st</sup> March 2012.
- Assistants fell 3.2% from 62 as at 31<sup>st</sup> March 2011 to 60 as at 31<sup>st</sup> March 2012.
- Vocational Dental Practitioners rose 7% from 185 as at 31<sup>st</sup> March 2011 to 198 as at 31<sup>st</sup> March 2012.
- The number of dentists working in the GDS within NHS Greater Glasgow and Clyde increased from 751 (Headcount) as at 31<sup>st</sup> March 2011 to 781 (Headcount) as at 31<sup>st</sup> March 2012. An increase of 30 (Headcount), 4%. The number of dentists working in the GDS within NHS Lothian increased from 515 (Headcount) as at 31<sup>st</sup> March 2011 to 555 (Headcount) as at 31<sup>st</sup> March 2012. An increase of 40 (Headcount), 7.8%.

Information in this section relates to the Dental workforce in NHSS.

Information is available by trend, NHS Board and region, deprivation quintile trend and deprivation by local authority.

This information is presented as headcount.

Latest data available is 31<sup>st</sup> March 2012.

## Dental Workforce: Staff in post

Table DENQT1 below presents trend information for Dental workforce.

**Table DENQT1: General Dental Service (GDS) workforce by year; NHSS**

	Mar-11	Mar-12	% Change from previous year
<b>General Dental Service</b> <sup>4</sup>	<b>2,940</b>	<b>3,115</b>	<b>6.0%</b>
<b>Non-salaried dentists</b>	2,581	2,728	5.7%
Principals	2,354	2,486	5.6%
Assistants	62	60	-3.2%
Vocational Dental Practitioners	185	198	7.0%
<b>Salaried dentists</b> <sup>2,3,4</sup>	388	426	9.8%

Notes for table DENTQT1:

1. Data for previous years have been revised. Double counting between the three different services and within the General Dental Service (GDS) has now been eliminated.

2. Salaried dentists and community dentists both work in the salaried primary care dental sector and are employed by NHS boards. Reporting arrangements vary between NHS Boards in the way these dentists are classified. Gradually from 2008, the salaried primary care dental practitioner classification will be introduced to cover the activities of both types of dentist.

3. Due to improvements in the collection of information on GDS salaried dentists, figures from September 2005 include some GDS salaried dentists not previously recorded.

There are a number of cases where a salaried post will be recorded under a generic name and not under the name of a specific dentist. Numerous dentists may work in this post at any given time. For years prior to September 2005 it was assumed that, since there was no named individual recorded, a permanent dentist was not in post.

As a result, all posts recorded without a named individual were previously excluded from GDS salaried dentist counts.

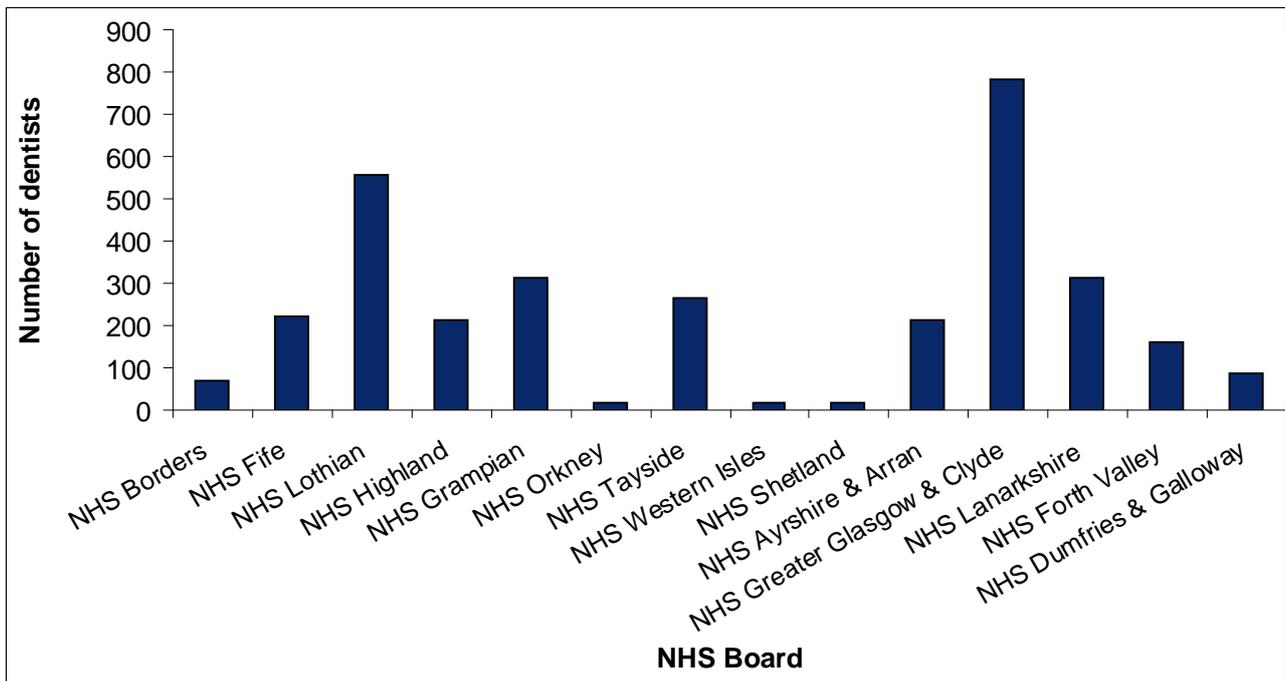
However, information is now available on the individuals who fill these posts. These dentists can now be included in the GDS salaried dentist count, which has resulted in a significant increase in the number of salaried dentists.

4. This data is subject to change.

**Table DENQT2: General Dental Service (GDS) workforce by NHS Board as at 31<sup>st</sup> March 2012**

NHS Board	Mar-11	Mar-12
<b>Scotland</b>	<b>2,940</b>	<b>3,115</b>
NHS Borders	65	68
NHS Fife	209	221
NHS Lothian	515	555
NHS Highland	193	211
NHS Grampian	275	315
NHS Orkney	9	16
NHS Tayside	254	267
NHS Western Isles	16	16
NHS Shetland	16	16
NHS Ayrshire & Arran	205	212
NHS Greater Glasgow & Clyde	751	781
NHS Lanarkshire	297	313
NHS Forth Valley	153	160
NHS Dumfries & Galloway	76	87

**Chart DENQC2: General Dental Service (GDS) workforce by NHS Board as at 31st March 2012**



[GDS Dentists only](#)

## Glossary

AfC

AHP

GDS

HCHS

ISD

NHSS

SWISS

Agenda for Change

Allied Health Professional

General Dental Service

Hospital, Community and Public Health Services

Information Services Division

National Health Service Scotland

Scottish Workforce Information Standard System

## List of Tables

### Overall Summary

Report table no.	Name	Time period	File & size
	<a href="#">Overall NHSS workforce summary by staff grouping</a>	March 2012	Excel [8,560kb]

### Turnover Summary

Report table no.	Name	Time period	File & size
	<a href="#">Staff Turnover Rates by trend, NHS Region, NHS Board, Staff group, Contract Type, Band and Age Group</a>	March 2012	Excel [2,576kb]

### Medical and Dental

Report table no.	Name	Time period	File & size
	<a href="#">Medical &amp; Dental staff in post table</a>	March 2012	Excel [6,148kb]
	<a href="#">HCHS medical and dental staff by specialty</a>	March 2012	Excel [16,601kb]
	<a href="#">HCHS medical and dental staff by grade</a>	March 2012	Excel [6,212kb]
	<a href="#">HCHS medical and dental consultant staff in post table</a>	March 2012	Excel [1,479kb]
	<a href="#">HCHC medical and dental consultant vacancy rate table</a>	March 2012	Excel [16,675kb]

### Nursing and Midwifery

Report table no.	Name	Time period	File & size
	<a href="#">Nursing and midwifery staff by location of service delivery, specialty, band grouping, NHS region and NHS board</a>	March 2012	Excel [23,897kb]
	<a href="#">Nursing &amp; midwifery vacancies by location of service delivery, specialty, band, NHS region and NHS board</a>	March 2012	Excel [10,835kb]

	<a href="#">Agency Nursing &amp; Midwifery staff by registration status and NHS Board for the financial period 1st April to 31st March</a>	March 2012	Excel [475kb]
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### Nursing and Midwifery cont.

Report table no.	Name	Time period	File & size
	<a href="#">Bank Nursing and Midwifery staff by NHS Board and NHS Region</a>	March 2011 to March 2012	Excel [292kb]
	<a href="#">Staff Turnover Rates by trend, NHS Region, NHS Board, Staff group, Contract Type, Band and Age Group</a>	March 2012	Excel [2,576kb]
	<a href="#">Agency and Bank Nursing and Midwifery comparison (Capacity)</a>	March 2012	Excel [413kb]

### Allied Health Professions

Table No.	Name	Time period	File & size
	<a href="#">Allied Health Professions - Staff in post</a>	March 2012	Excel [3,915kb]
	<a href="#">Allied Health Professions - vacancies</a>	March 2012	Excel [4,069kb]
	<a href="#">Staff Turnover Rates by trend, NHS Region, NHS Board, Staff group, Contract Type, Band and Age Group</a>	March 2012	Excel [2,576kb]
	<a href="#">Overall staff 2012</a>	March 2012	Excel [8,560kb]

### Other Therapeutic and Personal Social Care

Table No.	Name	Time period	File & size
	<a href="#">Other therapeutic staff and personal social care</a>	March 2012	Excel [5,147kb]

### Healthcare Scientists

Report table no.	Name	Time period	File & size
	<a href="#">Healthcare Science staff by specialty, band, NHS Region and NHS Board</a>	March 2012	Excel [4,180kb]

**Emergency, Administrative and Support services: Staff in post**

Table No.	Name	Time period	File & size
	<a href="#">All other staff in post including trend</a>	March 2012	Excel [5,117kb]

**Staff Governance**

Table No.	Name	Time period	File & size
	<a href="#">Sickness Absence</a>	March 2012	Excel [138kb]
	<a href="#">Equality and Diversity</a>	March 2012	Excel [414kb]

**Dental Workforce**

Table No.	Name	Time period	File & size
	<a href="#">GDS Dentists only</a>	March 2012	Excel [1,972b]

For the full list of tables released with this publication, please see the full [list of tables](#) web page

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## Further Information

Further information can be found on the [ISD website](#).

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## Appendix

### A1 – Background Information

The main source of workforce statistics is the Scottish Workforce Information Standard System (SWISS). Workforce information was first captured through SWISS in 2007 for the data as at 30th September 2007. It included all workforce data with the exception of the medical and dental data.

During July 2008 Medical and Dental information was migrated from the MEDMAN web based system to the Scottish Workforce Information Standard System (SWISS). This alignment provided the opportunity to capture all NHSS staff in post information in the one system, which has resulted in more robust information being captured and reported. Due to this improved recording, trend information is not directly comparable for 2007 and 2008.

Further background information on [data sources and collections](#) can be found within the ISD Workforce Statistics web pages.

#### Trend Information

As SWISS is a dynamic system, the workforce information captured is subject to change and the quality of the data is continually improving. As a result the trend information presented within the ISD Workforce web pages should be interpreted with caution. To aid with interpretation, please refer to the following documents:

[Non-medical staff movement](#)  [134kb]

[Medical & Dental staff movement](#)  [154kb]

Trend data for the medical and dental workforce (excluding medical and dental support) has continued. During 2008, information from the [medical and dental \(MEDMAN\)](#) system which includes information on all medical and dental staff working in hospitals, the community and public sector was migrated to the [Scottish Workforce Information Standard System \(SWISS\)](#).

The figures reported from 2008 onwards are sourced from [SWISS](#) and from the [Practitioner Contractor Database \(PCD\)](#) and [Management Information and Dental Accounting System \(MIDAS\)](#). Figures reported prior to 2008 are sourced from [MEDMAN](#), PCD and MIDAS.

For all other staff, trend information has been provided where possible. Please note that the 2007 figures for the total level trend include staff who were previously excluded e.g. chaplains. As a result trend information should be treated with caution.

#### Staff Turnover

Turnover analysis contains information on staff leaving and joining NHSS, NHS Regions, NHS Boards and staff groups. The data is extracted from Scottish Workforce Information Standard System (SWISS).

Changes to the methodology of [Turnover](#) statistics can be found within the ISD Workforce web pages. The reporting of these statistics will be subject to further revisions in 2011.

## Changes to Workforce Publications

To further enhance the recording and reporting of current and future Workforce Statistics, as well as ensuring the information within the ISD Workforce Statistics web pages continues to support local, regional and national workforce planning, several changes have been made.

Details of [current and planned changes](#) to Workforce Information are available within the ISD Workforce Statistics web pages.

## Workforce 'Counts'

The tables present figures in both Headcount numbers and Whole Time Equivalents (WTE). WTE adjust headcount staff figures to take account of part-time staff. Information on WTE for GPs and GDS is not available, so figures that include GPs and GDS are reported for headcount only. For all other staff groups, WTE information is available.

An employee may hold more than one appointment in NHSS. Their appointments may be in more than one NHS organisation, in more than one region, in more than one specialty, or in more than one grade and will therefore be double counted in some tables.

## Workforce 'Counts' Revisions

There have been changes made to [workforce counts](#) that will ensure the on-going enhancement of the recording and reporting of workforce information.

At present Workforce information published within the ISD workforce website presents staff in post information by Headcount and Whole Time Equivalent. In order to provide additional and more accurate information, ISD have revised current methodologies. These changes include the addition of an 'employments' count and revision to the headcount measure. The employment count is available for all Non medical staff, from September 2007 to present.

## Data Quality

The published Workforce Statistics presents information by AfC job families and sub job families. It is however recognised that the published information does not always reflect the data used at Board and Regional level when planning and presenting the workforce. As with all data systems, accuracy of coding is crucial to the quality and credibility of the data and NHS Boards have been encouraged to ensure that there are measures in place to confirm and sustain data quality.

However it is acknowledged that [quality issues](#) remain, particularly around the assimilation to AfC, where NHS Boards believe that the published data (staff in post) does not truly reflect what they hold on their local systems. In an attempt to address these on-going data quality issues, during 2009 ISD, in conjunction with the [ISD Workforce Reference Group](#), and [ISD Workforce Statistics Steering Group](#), developed a Workforce Statistics [Data Quality six steps](#) project plan.

The aim of the [Data Quality six steps](#) plan is to not only address data quality issues, but also explore historical practices and cultural issues. To date this plan has ensured that more robust and accurate information on the NHSS Workforce is captured and reported.

## Key Priorities

The Workforce Information Programme is responsible for all aspects of workforce statistics within ISD. The programmes [Key Priorities](#) can be found within the ISD Workforce Statistics web pages.

## A2 – Publication Metadata (including revisions details)

Metadata Indicator	Description
Website	<a href="http://www.isdscotland.org/Health-Topics/Workforce/">http://www.isdscotland.org/Health-Topics/Workforce/</a>
Publication Title	NHSS Workforce - Staff in Post
Description	Annual update of headcount, employments and whole time equivalent of staff employed by NHSS.
Theme	Health and Social Care
Topic	Workforce Staff in Post Information
Format	Excel workbooks
Data source(s)	SWISS
Date that data is acquired	10 <sup>th</sup> April 2012
Release date	29 <sup>th</sup> May 2012
Frequency	Quarterly
Timeframe of data and timeliness	Data as at 31 <sup>st</sup> March 2012
Continuity of data	Non-Medical staff has a break in 2006 due to the introduction of Agenda for Change. Medical Staff continuous from 1990. However during July 2008 Medical and Dental information was migrated from the MEDMAN web based system to the Scottish Workforce Information Standard System (SWISS). This alignment provided the opportunity to capture all NHSS staff in post information in the one system, which has resulted in more robust information being captured and reported"
Revisions statement	High level summary historical trend information was revised in light of the introduction of AfC. This provided the user with comparable trends. It is however, worth noting that pre-AfC historical trends remain available.
Concepts and definitions	Each excel workbook contains detailed definitions pertinent to the particular staff group of interest.
Relevance and key uses of statistics	Information published is used to support local, regional and national workforce planning.
Accuracy	Workforce information is captured through the <a href="#">Scottish Workforce Information Standard System (SWISS)</a> - Workforce Information Repository. Further information on this <a href="#">system</a> , data capture and <a href="#">accuracy</a> can be found within the <a href="#">ISD Workforce Web pages</a> .
Completeness	Information on all NHSS employees is captured (100%) within SWISS. However it is acknowledged that certain fields within the system are better captured than others. ISD continues to work with the SWISS project team and NHS Boards to improve <a href="#">data quality</a> .
Comparability	Workforce data are comparable and regularly used in both UK and international comparison reports (eg EUROSTAT)
Accessibility	It is the policy of ISD Scotland to make its web sites and products accessible according to <a href="#">published guidelines</a> .
Coherence and clarity	All Workforce tables are accessible via the ISD. Workforce statistics are presented within Excel spreadsheets of staff groupings, where appropriate. Staff groups are split by band, age, gender and contract type. This should minimise the

	number of spreadsheets a user has to go through to find data, as well as ensure that they are selecting the correct data. Geographical hierarchies are also presented using drop down menus. Spreadsheet formats have been altered for increased clarity by introducing drop-down menus.
Value type and unit of measure	Headcount, Employment and WTE = Number, rate, percentage
Disclosure	The <a href="#">ISD protocol on Statistical Disclosure Protocol</a> is followed.
Official Statistics designation	National Statistics.
UK Statistics Authority Assessment	Completed assessment by UK Statistics Authority. Report published May 2010.
Help email	<a href="mailto:nss.isdwfinfo@nhs.net">nss.isdwfinfo@nhs.net</a>

Metadata Indicator	Description
Website	<a href="http://www.isdscotland.org/Health-Topics/Workforce/">http://www.isdscotland.org/Health-Topics/Workforce/</a>
Publication Title	NHSS Workforce - Vacancies
Description	Annual census of vacancies in Nursing & Midwifery, Allied Health Professions and Consultants.
Theme	Health and Social Care
Topic	Workforce Vacancy Information
Format	Excel workbooks
Data source(s)	SWISS
Date that data is acquired	10 <sup>th</sup> April 2012
Release date	29 <sup>th</sup> May 2012
Frequency	Quarterly
Timeframe of data and timeliness	Data as at 31 <sup>st</sup> March 2012
Continuity of data	Non-Medical staff has a break in 2006 due to the introduction of Agenda for Change. Medical Staff continuous from 1990. However during July 2008 Medical and Dental information was migrated from the MEDMAN web based system to the Scottish Workforce Information Standard System (SWISS). This alignment provided the opportunity to capture all NHSS staff in post information in the one system, which has resulted in more robust information being captured and reported"
Revisions statement	During 2010, ISD, in conjunction with the ISD Workforce Technical Reference Group, will be discussing future requirements of this data collection. This will ensure these data are still fit for purpose and fulfil workforce planning requirements.
Concepts and definitions	Each excel workbook contains detailed definitions pertinent to the particular staff group of interest.
Relevance and key uses of statistics	Information published is used to support local, regional and national workforce planning.
Accuracy	Information is signed off by the relevant Director (eg Medical Director, Nurse Director etc.)
Completeness	All NHS Boards in Scotland return information.
Comparability	Workforce data are comparable and regularly used in both UK and international comparison reports (eg EUROSTAT)
Accessibility	It is the policy of ISD Scotland to make its web sites and products accessible according to <a href="#">published guidelines</a> .
Coherence and clarity	All Workforce tables are accessible via the ISD website. Workforce statistics are presented within Excel spreadsheets of staff groupings, where appropriate. Staff groups are split by band, age, gender and contract type. This should minimise the number of spreadsheets a user has to go through to find data, as well as ensure that they are selecting the correct data. Geographical hierarchies are also presented using drop down menus. Spreadsheet formats have been altered for increased clarity by introducing drop-down menus.
Disclosure	The <a href="#">ISD protocol on Statistical Disclosure Protocol</a> is followed.
Value type and unit of measure	WTE = Number, rate, percentage
Disclosure	The <a href="#">ISD protocol on Statistical Disclosure Protocol</a> is followed.

Official Statistics designation	National Statistics.
UK Statistics Authority Assessment	Completed assessment by UK Statistics Authority. Report published May 2010.
Help email	<a href="mailto:nss.isdwfinfo@nhs.net">nss.isdwfinfo@nhs.net</a>

Metadata Indicator	Description
Website	<a href="http://www.isdscotland.org/Health-Topics/Workforce/">http://www.isdscotland.org/Health-Topics/Workforce/</a>
Publication Title	NHSS Workforce - Sickness Absence
Description	Annual update of latest sickness absence information
Theme	Health and Social Care
Topic	Workforce Sickness Absence Information
Format	Excel workbooks
Data source(s)	SWISS
Date that data is acquired	Four weeks from the end of March 2012
Release date	29 <sup>th</sup> May 2012
Frequency	Quarterly
Timeframe of data and timeliness	Data as at 31 <sup>st</sup> March 2012
Continuity of data	Information for NHSS is available 2001-2009. Information by NHS Board began in 2005.
Revisions statement	
Concepts and definitions	Each excel workbook contains detailed definitions.
Relevance and key uses of statistics	Information published is used to support local, regional and national workforce planning.
Accuracy	Workforce information is captured through the <a href="#">Scottish Workforce Information Standard System (SWISS)</a> - Workforce Information Repository. Further information on this <a href="#">system</a> , data capture and <a href="#">accuracy</a> can be found within the <a href="#">ISD Workforce Web pages</a> .
Completeness	Information on all NHSS employees is captured (100%) within SWISS. However it is acknowledged that certain fields within the system are better captured than others. ISD continues to work with the SWISS project team and NHS Boards to improve <a href="#">data quality</a> .
Comparability	Workforce data are comparable and regularly used in both UK and international comparison reports (eg EUROSTAT)
Accessibility	It is the policy of ISD Scotland to make its web sites and products accessible according to <a href="#">published guidelines</a> .
Coherence and clarity	All Workforce tables are accessible via the ISD website. Workforce statistics are presented within Excel spreadsheets of staff groupings, where appropriate. Staff groups are split by band, age, gender and contract type. This should minimise the number of spreadsheets a user has to go through to find data, as well as ensure that they are selecting the correct data. Geographical hierarchies are also presented using drop down menus. Spreadsheet formats have been altered for increased clarity by introducing drop-down menus.
Value type and unit of measure	hours lost = rate, percentage
Disclosure	The <a href="#">ISD protocol on Statistical Disclosure Protocol</a> is followed.
Official Statistics designation	National Statistics.
UK Statistics Authority Assessment	Completed assessment by UK Statistics Authority. Report published May 2010.
Help email	<a href="mailto:nss.isdwfdinfo@nhs.net">nss.isdwfdinfo@nhs.net</a>

Metadata Indicator	Description
Website	<a href="http://www.isdscotland.org/Health-Topics/Workforce/">http://www.isdscotland.org/Health-Topics/Workforce/</a>
Publication Title	NHSS Workforce - Staff Turnover
Description	Annual update of latest Turnover information
Theme	Health and Social Care
Topic	Workforce Turnover Information
Format	Excel workbooks
Data source(s)	SWISS
Date that data is acquired	10th April 2012
Release date	29th May 2012
Frequency	Quarterly
Timeframe of data and timeliness	Data as at 31st March 2012
Continuity of data	Information is only available for 2006/07 2007/08 due assimilation process giving inflated figures.
Revisions statement	With the implementation of Agenda for Change (AfC) staff groups during 2006 changed, resulting in Turnover for staff groups no longer being published, while employee's under went the assimilation process. Thus resulting in no trend data prior to 30th September 2006 in some staff groups. In conjunction with the ISD Workforce Technical Reference Group, there will be discussion future methodology of Turnover. This will ensure these data are still fit for purpose and fulfil workforce planning requirements.
Concepts and definitions	Each excel workbook contains detailed definitions.
Relevance and key uses of statistics	Information published is used to support local, regional and national workforce planning.
Accuracy	Workforce information is captured through the <a href="#">Scottish Workforce Information Standard System (SWISS)</a> - Workforce Information Repository. Further information on this <a href="#">system</a> , data capture and <a href="#">accuracy</a> can be found within the ISD Workforce Web pages.
Completeness	Information on all NHSS employees is captured (100%) within SWISS. However it is acknowledged that certain fields within the system are better captured than others. ISD continues to work with the SWISS project team and NHS Boards to improve <a href="#">data quality</a> .
Comparability	Workforce data are comparable and regularly used in both UK and international comparison reports (eg EUROSTAT)
Accessibility	It is the policy of ISD Scotland to make its web sites and products accessible according to <a href="#">published guidelines</a> .
Coherence and clarity	All Workforce tables are accessible via the ISD website. Workforce statistics are presented within Excel spreadsheets of staff groupings, where appropriate. This should minimise the number of spreadsheets a user has to access.
Disclosure	The <a href="#">ISD protocol on Statistical Disclosure Protocol</a> is followed.
Value type and unit of measure	Headcount, Number compliant = Number, rate, percentage. See <a href="#">here</a> for further information.
Official Statistics designation	National Statistics.

UK Statistics Authority Assessment	Completed assessment by UK Statistics Authority. Report published May 2010.
Help email	<a href="mailto:nss.isdwfdinfo@nhs.net">nss.isdwfdinfo@nhs.net</a>

Metadata Indicator	Description
Website	<a href="http://www.isdscotland.org/Health-Topics/Workforce/">http://www.isdscotland.org/Health-Topics/Workforce/</a>
Publication Title	NHSS Workforce - Bank & Agency Nursing
Description	Annual update of latest Nurse Bank and Agency information
Theme	Health and Social Care
Topic	Bank and Agency Usage Information
Format	Excel workbooks
Data source(s)	Bank is extracted 19th April; Agency collections return deadline date from each NHS Board is 20th April 2012.
Date that data is acquired	10th April 2012
Release date	29th May 2012
Frequency	Annually
Timeframe of data and timeliness	Data as at 31st March 2012
Continuity of data	Information is available from 2004/05 onwards.
Revisions statement	From 2008 onwards data on Grade was not collected due to the transition to Agenda for Change band structure.
Concepts and definitions	Each excel workbook contains detailed definitions.
Relevance and key uses of statistics	Information published is used to support local, regional and national workforce planning.
Accuracy	Agency Nurse data is captured through an electronic/paper based data collection. Bank Nurse staff is captured through the Scottish Workforce Information Standard System (SWISS) - Workforce Information Repository.
Completeness	The Nurse bank is owned by NHSS and therefore all employees are captured (100%) within SWISS. However it is acknowledge that certain fields within the system are better captured than others. ISD continues to work with the SWISS project team and NHS Boards to improve data quality. Nurses employed through agencies are not necessarily employed by NHSS and therefore this data collection is required, ISD work closely with National Procurement to ensure accurate data is submitted.
Comparability	Workforce data are comparable and regularly used in both UK and international comparison reports (eg EUROSTAT)
Accessibility	It is the policy of ISD Scotland to make its web sites and products accessible according to <a href="#">published guidelines</a> .
Coherence and clarity	All Workforce tables are accessible via the ISD website. Workforce statistics are presented within Excel spreadsheets of staff groupings, where appropriate. This should minimise the number of spreadsheets a user has to access.
Disclosure	The <a href="#">ISD protocol on Statistical Disclosure Protocol</a> is followed.
Value type and unit of measure	Cost, Usage (hours) and Average Whole Time Equivalent.
Official Statistics designation	National Statistics.
UK Statistics Authority Assessment	Completed assessment by UK Statistics Authority. Report published May 2010.
Help email	<a href="mailto:nss.isdwfinfo@nhs.net">nss.isdwfinfo@nhs.net</a>

Metadata Indicator	Description
Website	<a href="http://www.isdscotland.org/Health-Topics/Workforce/">http://www.isdscotland.org/Health-Topics/Workforce/</a>
Publication Title	NHSS Workforce - Equality & Diversity
Description	Annual update of latest Equality and Diversity information
Theme	Health and Social Care
Topic	Equality and Diversity information
Format	Excel workbooks
Data source(s)	SWISS
Date that data is acquired	Extracted from SWISS approximately two weeks from the end of March.
Release date	29th May 2012
Frequency	Annually
Timeframe of data and timeliness	Data as at 31st March 2012
Continuity of data	Information is available from 31 <sup>st</sup> March 2006 onwards.
Revisions statement	NA
Concepts and definitions	Each excel workbook contains detailed definitions.
Relevance and key uses of statistics	Information published is used to support local, regional and national workforce planning.
Accuracy	Workforce information is captured through the <a href="#">Scottish Workforce Information Standard System (SWISS)</a> - Workforce Information Repository. Further information on this <a href="#">system</a> , data capture and <a href="#">accuracy</a> can be found within the ISD Workforce Web pages.
Completeness	Information on all NHSS employees is captured (100%) within SWISS. However it is acknowledged that certain fields within the system are better captured than others. ISD continues to work with the SWISS project team and NHS Boards to improve <a href="#">data quality</a> .
Comparability	Workforce data are comparable and regularly used in both UK and international comparison reports (eg EUROSTAT)
Accessibility	It is the policy of ISD Scotland to make its web sites and products accessible according to <a href="#">published guidelines</a> .
Coherence and clarity	All Workforce tables are accessible via the ISD website. Workforce statistics are presented within Excel spreadsheets of staff groupings, where appropriate. This should minimise the number of spreadsheets a user has to access.
Value type and unit of measure	Headcount and percentage
Disclosure	The <a href="#">ISD protocol on Statistical Disclosure Protocol</a> is followed.
Official Statistics designation	National Statistics.
UK Statistics Authority Assessment	Completed assessment by UK Statistics Authority. Report published May 2010.
Help email	<a href="mailto:nss.isdwfinfo@nhs.net">nss.isdwfinfo@nhs.net</a>

## **A3 – Early Access details (including Pre-Release Access)**

### **Pre-Release Access**

Under terms of the "Pre-Release Access to Official Statistics (Scotland) Order 2008", ISD are obliged to publish information on those receiving Pre-Release Access ("Pre-Release Access" refers to statistics in their final form prior to publication). The standard maximum Pre-Release Access is five working days. Shown below are details of those receiving standard Pre-Release Access and, separately, those receiving extended Pre-Release Access.

Standard Pre-Release Access:

Scottish Government Health Department

NHS Board Chief Executives

NHS Board Communication leads

### **Extended Pre-Release Access**

Extended Pre-Release Access of 8 working days is given to a small number of named individuals in the Scottish Government Health Department (Analytical Services Division). This Pre-Release Access is for the sole purpose of enabling that department to gain an understanding of the statistics prior to briefing others in Scottish Government (during the period of standard Pre-Release Access).

Scottish Government Health Department (Analytical Services Division)