

Publication Report



NHS Scotland Workforce

Data as at 31 March 2014

Publication date – 27 May 2014



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Introduction

The workforce has a significant role to play in the delivery of quality services that meet the needs of patients, their families and the general public in a modern health service. In June 2013, the Scottish Government launched the [2020 Workforce Vision "Everyone Matters"](#) to ensure that everyone who works for NHS Scotland is: treated fairly; empowered to influence the way they work; supported to work to the best of their ability; supported to keep their skills and knowledge up to date.

The [2020 Workforce vision](#) sets out the key ambitions, as well as the main challenges, facing the future provision of healthcare services in Scotland. The programme also sets out a framework of what the workforce needs to look like in order to deliver against those ambitions and meet those challenges in the future, therefore, to achieving the 2020 Vision for Healthcare in Scotland.

The main source of workforce statistics is the Scottish workforce information standard system (SWISS). Further background information on historic and current data sources and collections can be found on the [Workforce Statistics Frequently Asked Questions](#) page.

Information updated in this release is:

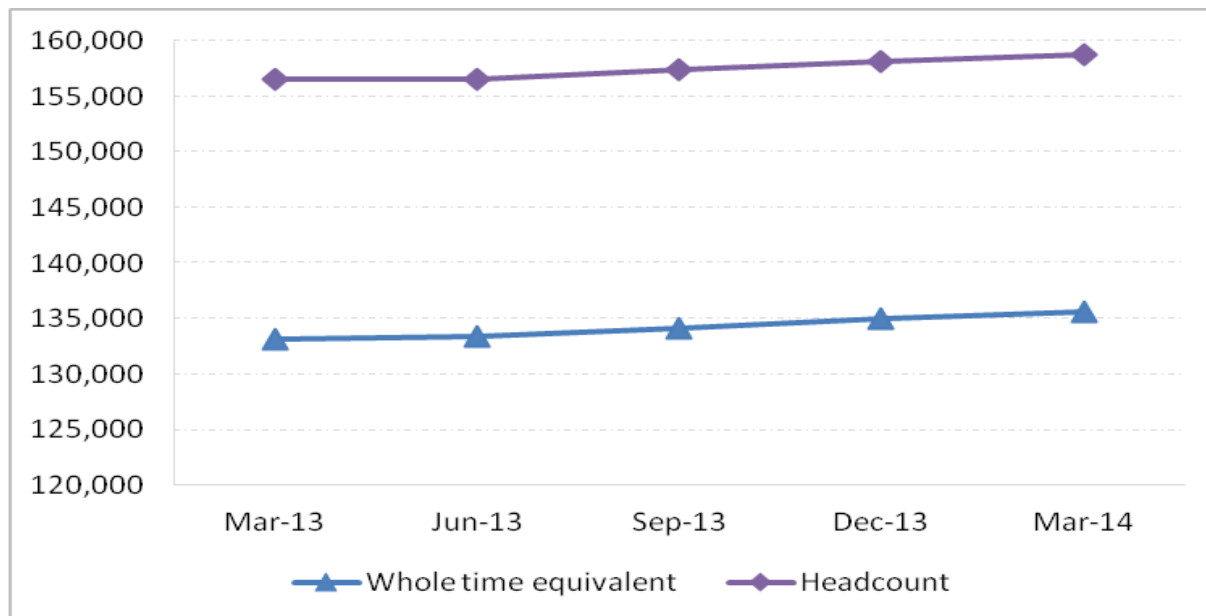
- All staff in post (latest available data as at 31st March 2014)
- Vacancies - nursing & midwifery, consultant, and allied health professions (latest available data as at 31st March 2014)
- Staff turnover (latest available data as at 31st March 2014)
- Dentists working in hospital, community and the General Dental Service (GDS) (latest available data as at 31st March 2014)
- Bank and agency usage for nursing and midwifery staff (latest available data is for financial year 2013/14)
- Sickness absence (latest available data is for financial year 2013/14)
- Equality and diversity (latest available data as at 31st March 2014)

Data for general practitioners (GPs) is not updated in this publication as it is published annually in the [November](#) publication.

Key points

Overall staff

- The total number of NHSScotland staff in post, excluding General Medical Practitioners (GPs) and General Dental Services (GDS) continues to increase with 135,625.7 whole time equivalent (WTE) and 158,764 headcount on 31st March 2014.



Staff groups

- The annual increase in staff of 1.8% is mainly due to increases in nursing and midwifery (1,136.1 WTE), administrative services (369.1 WTE), medical (265.4 WTE) and other therapeutic services (130.3 WTE). The only group to show a decrease is dental (10.7 WTE).
- The largest group in the workforce continues to be nursing and midwifery, which accounted for 42.9% of all staff (excluding GPs & GDS) with 58,172.7 WTE at 31st March 2014.
- Allied health professions (AHP) staff increased by 16.8% WTE (1,610.7) and 14.3% headcount (1,657) since March 2013. This annual change is due to paramedics being reclassified as AHPs from 1st April 2013; previously they were included in the emergency services job family.
- The number of consultants in post (excluding directors of public health) also continues to rise with 4,693.6 WTE at 31st March 2014 compared to 4,531.6 WTE at 31st March 2013.

Vacancies

- On the 31st March 2014, the total number of vacancies for :
 - consultants (excluding directors of public health) was 324.8 WTE, a rate of 6.5%.
 - nursing and midwifery was 1,637.5 WTE, a rate of 2.7%.
 - allied health profession was 452.5 WTE, a rate of 3.9%.

- Nursing and midwifery bank staff provided 3,933.0 WTE of cover at a cost of £118.2m. This is an increase of 10.1% WTE and £14.0m on 2012/13. Agency nursing and midwifery staff provided 124.5 WTE of cover at a cost of £9.3m. This is an increase of 35.3% WTE and £2.9m on 2012/13.

Results and Commentary

All NHS Scotland workforce statistics included within this publication can be found on the full [list of tables](#) web page from the [ISD Workforce homepage](#).

An explanation of each job family included in the statistics can be found [here](#)

Staff in post

The total number of staff in post, excluding General Medical Practitioners (GPs) and General Dental Services (GDS) was 135,625.7 whole time equivalent (WTE) and 158,764 headcount on 31st March 2014.

Table 1: NHS Scotland workforce summary by staff group as at 31st March 2014

Staff Group	Headcount	WTE
All NHS Scotland staff (Exc GPs & GDS)	158,764	135,625.7
Medical hospital, community, and public health services (HCHS)	12,720	11,489.4
Dental hospital, community, and public health services (HCHS)	855	691.1
Medical & dental support	2,264	1,899.1
Nursing & midwifery	67,074	58,172.7
Allied health professions	13,240	11,194.0
Other therapeutic services	4,406	3,781.5
Personal & social care	1,080	909.3
Healthcare science	5,964	5,371.0
Emergency services	2,484	2,388.9
Administrative services	28,711	24,750.9
Support services	18,846	13,837.8
Unallocated / not known ¹	1,492	1,139.9

Source: Scottish Workforce Information Standard System (SWISS)

1. NHS Highland and The Highland Council are working towards developing an integrated model for health and social care. Staff involved in the delivery of these core services started to transfer between the two organisations in June 2012, those that have transferred into NHS Highland are currently shown in Unallocated / not known.
2. As at March 2014, of those unallocated staff transferred into NHS Highland: 118.4 WTE (140 headcount) are working in administrative services; 20.1 WTE (24 headcount) in allied health professions; 898.1 WTE (1,230 headcount) in personal and social care; and 50.2 WTE (57 headcount) in support services.

Staff groups

The following table shows that there was an increase of 1.8% (2,420.4 WTE) in all staff in comparison with March 2013 and of 0.5% (609.4 WTE) since December 2013.

Table 2: NHSScotland workforce trend (WTE) by staff group

Staff Group	Mar-13	Dec-13	Mar-14	Quarterly change (%)	Annual Change (%)
All NHSScotland staff (Exc GPs & GDS)	133,205.3	135,016.3	135,625.7	0.5%	1.8%
Medical (HCHS)	11,224.0	11,438.3	11,489.4	0.4%	2.4%
Dental (HCHS)	701.8	667.2	691.1	3.6%	-1.5%
Medical & dental support	1,869.8	1,904.5	1,899.1	-0.3%	1.6%
Nursing & midwifery	57,036.6	57,877.7	58,172.7	0.5%	2.0%
Allied health professions ¹	9,583.4	11,152.1	11,194.0	0.4%	16.8%
Other therapeutic services	3,651.2	3,738.9	3,781.5	1.1%	3.6%
Personal & social care	906.3	909.3	909.3	0.0%	0.3%
Healthcare science	5,273.5	5,356.9	5,371.0	0.3%	1.8%
Emergency services ¹	3,670.1	2,341.5	2,388.9	2.0%	-34.9%
Administrative services	24,381.9	24,668.1	24,750.9	0.3%	1.5%
Support services	13,755.9	13,823.9	13,837.8	0.1%	0.6%
Unallocated / not known	1,150.7	1,138.0	1,139.9	0.2%	-0.9%

1. From the 1st April 2013 paramedics have been classified from emergency services to allied health profession

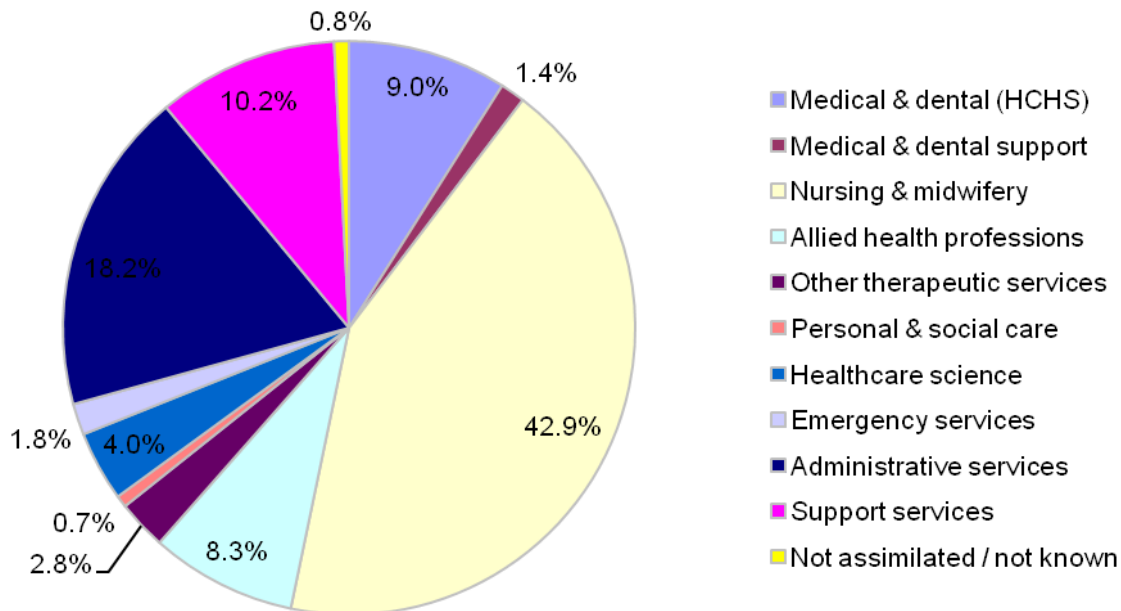
2. NHS Highland and The Highland Council are working towards developing an integrated model for health and social care. Staff involved in the delivery of these core services started to transfer between the two organisations in June 2012, those that have transferred into NHS Highland are currently shown in Unallocated / not known.

The annual increase in staff of 1.8% is mainly due to increases in nursing and midwifery (1,136.1 WTE), administrative services (369.1 WTE), medical (265.4 WTE) and other therapeutic services (130.3 WTE). The only group to show a decrease is dental (10.7 WTE).

The annual increase in allied health professions, and corresponding decrease in emergency services, is due to paramedics being reclassified as AHPs from 1st April 2013; previously they were included in the emergency services job family.

The following chart shows the NHSScotland workforce as at 31st March 2014 by staff group. The largest group in the workforce was nursing & midwifery, with 58,172.7 WTE which accounted for 42.9% of all staff (excluding GPs & GDS). Administrative services accounted for 18.2%, support services 10.2%, and medical and dental 9.0% (all WTE).

Chart 1: NHSScotland workforce staff group proportions (WTE) as at 31st March 2014



There has been little change in staff group proportions over the last year, apart from in the allied health professions and emergency services staff groups. This is as a result of the reclassification of paramedic staff from emergency services to the AHP job family from 1st April 2013.

More detailed information on staff group, age, gender, contract type, NHS board and region can be found on the ISD website in the following tables:

[Overall NHS Scotland workforce summary by staff grouping](#)

[Overall trend](#)

[Medical trend](#)

[Non-medical trend](#)

[Total level trend summary \(September 2013\)](#)

Consultant staff in post

The number of consultants in post (excluding directors of public health) also continues to rise with 4,693.6 WTE on 31st March 2014 compared to 4,531.6 WTE at 31st March 2013, an increase of 161.9 WTE.

Table 3: NHSScotland consultant staff in post trend (WTE) by speciality groups

Consultants	Mar-13	Dec-13	Mar-14	Quarterly change (%)	Annual change (%)
All specialities	4,531.6	4,605.8	4,693.6	1.9%	3.6%
All medical specialities	4,426.7	4,507.8	4,596.9	2.0%	3.8%
Clinical laboratory specialties	563.1	562.2	576.4	2.5%	2.4%
Medical specialties	1,003.9	1,035.9	1,051.6	1.5%	4.7%
Psychiatric specialties	532.2	516.2	513.2	-0.6%	-3.6%
Surgical specialties	836.1	856.0	891.8	4.2%	6.7%
Paediatrics specialties	227.0	243.4	255.2	4.8%	12.4%
All dental specialties	105.0	98.1	96.7	-1.4%	-7.9%

The greatest rise in consultant numbers occurred in the paediatrics specialties with a rise of 4.8% since December 2013 and 12.4% since March 2013.

Vacancies

As at 31st March 2014:

- 324.8 WTE of consultant posts (excluding directors of public health) were vacant, a rate of 6.5%. This is an increase from 4.3% in March 2013, and from 4.5% in December 2013. Of these, 79.2 posts were vacant for 6 months or more. High vacancy rates were found in the old age psychiatry (17.1%) and geriatric medicine (13.6%) specialties.
- 452.5 WTE of allied health profession posts were vacant, a rate of 3.9%. This is a decrease from the rate of 4.2% in March 2013, but an increase from 3.6% in December 2013. Of these, 117.2 posts were vacant for 3 months or more. The highest vacancy rates were found in the physiotherapy (4.8%) and occupational therapy (4.7%) professions.
- 1,637.5 WTE of nursing and midwifery posts were vacant, a rate of 2.7%. This is the same rate as in March 2013 and an increase from 2.5% in December 2013. Of these, 352.2 posts were vacant for 3 months or more. The highest vacancy rates were found in the public health nursing (13.2%) and health visiting (5.6%) specialties.

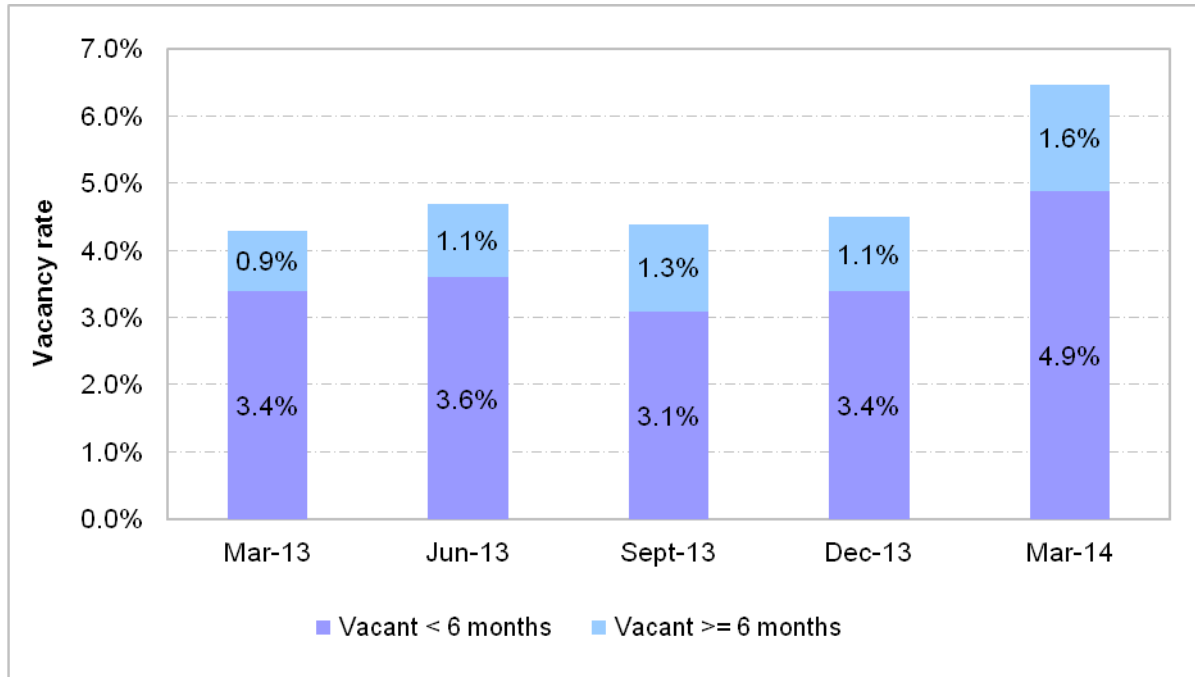
Table 4: Trend in vacancies (WTE): HCHS medical and dental consultants, allied health professions and nursing and midwifery

Date	Consultants		Allied health professions		Nursing & midwifery	
	Total vacant posts	Total vacancy rate	Total vacant posts	Total vacancy rate	Total vacant posts	Total vacancy rate
Mar-13	202.5	4.3%	425.3	4.2%	1,609.1	2.7%
Jun-13	221.9	4.7%	456.9	4.0%	1,688.7	2.9%
Sep-13	213.1	4.4%	424.0	3.7%	1,771.1	3.0%
Dec-13	218.1	4.5%	411.3	3.6%	1,514.1	2.5%
Mar-14	324.8	6.5%	452.5	3.9%	1,637.5	2.7%

Each of the staff groups can also be presented by how long the posts were vacant for. Consultant vacancies are grouped into 'Vacant for less than 6 months' or 'Vacant for 6 months or more'.

Charts 2 to 4 show how long the posts, in each of the staff groups, were vacant for.

Chart 2: Trend in HCHS medical and dental consultant vacancies by length of vacancy



Both allied health professions and nursing and midwifery differ and are grouped into 'Vacant for less than 3 months' or 'Vacant for 3 months or more'.

Chart 3: Trend in allied health professions vacancies by length of vacancy

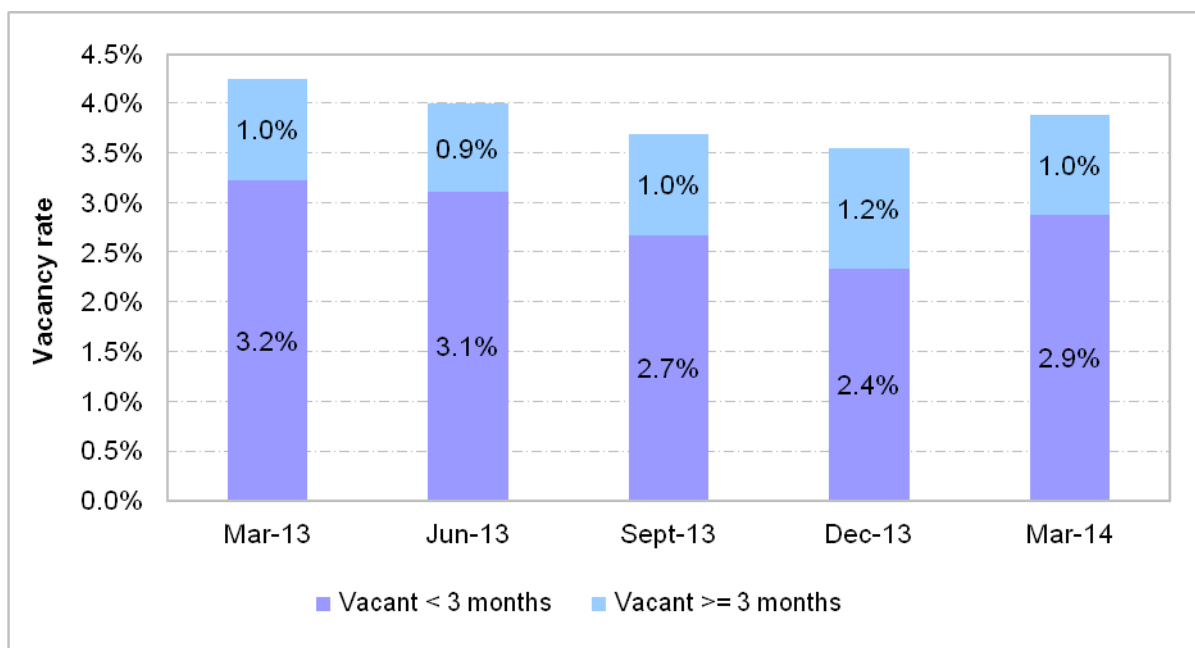
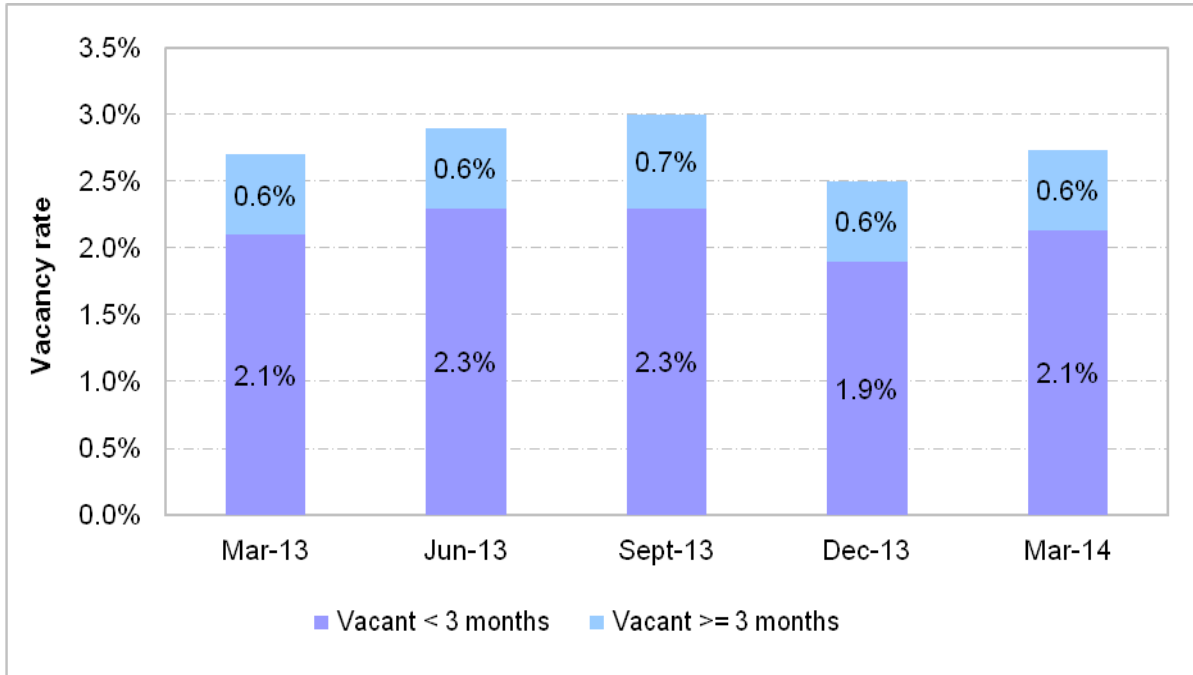


Chart 4: Trend in nursing and midwifery vacancies by length of vacancy



A further breakdown of this data by NHS board and specialty can be found on the ISD website in the following tables:

[Consultant vacancies](#)

[Allied health professions vacancies](#)

[Nursing and midwifery vacancies](#)

Nursing and midwifery: bank and agency

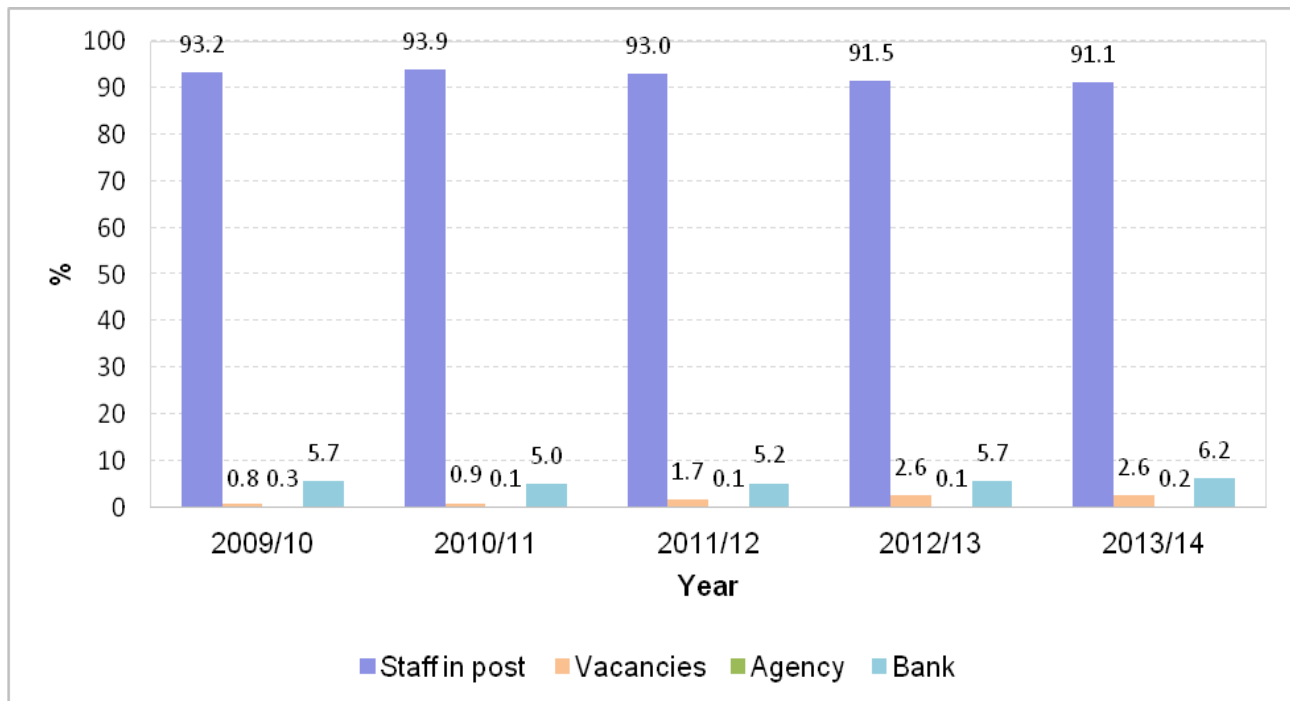
Information on hours worked and cost of agency nursing and midwifery staff are collected on an annual basis for year ending 31st March. Hours worked are used to determine an average WTE based on the assumption that a person works 37.5 hours a week, 52 weeks a year.

For the year ending 31st March 2014:

- Nursing and midwifery bank staff provided 3,933.0 WTE of cover at a cost of £118.2m. This is an increase of 10.1% WTE and £14.0m on 2012/13.
- Agency nursing and midwifery staff provided 124.5 WTE of cover at a cost of £9.3m. This is an increase of 35.3% WTE and £2.9m on 2012/13.
- Of the agency nurse and midwifery cover, 98.6 WTE was provided by registered staff and 25.9 WTE was provided by non registered staff.

Chart 5 below shows the nursing and midwifery staff capacity for the latest 5 financial years (1st April – 31st March).

Chart 5: Trend in nursing and midwifery proportions (%) capacity



[Bank and agency nursing and midwifery comparison \(capacity\)](#)

Staff Governance

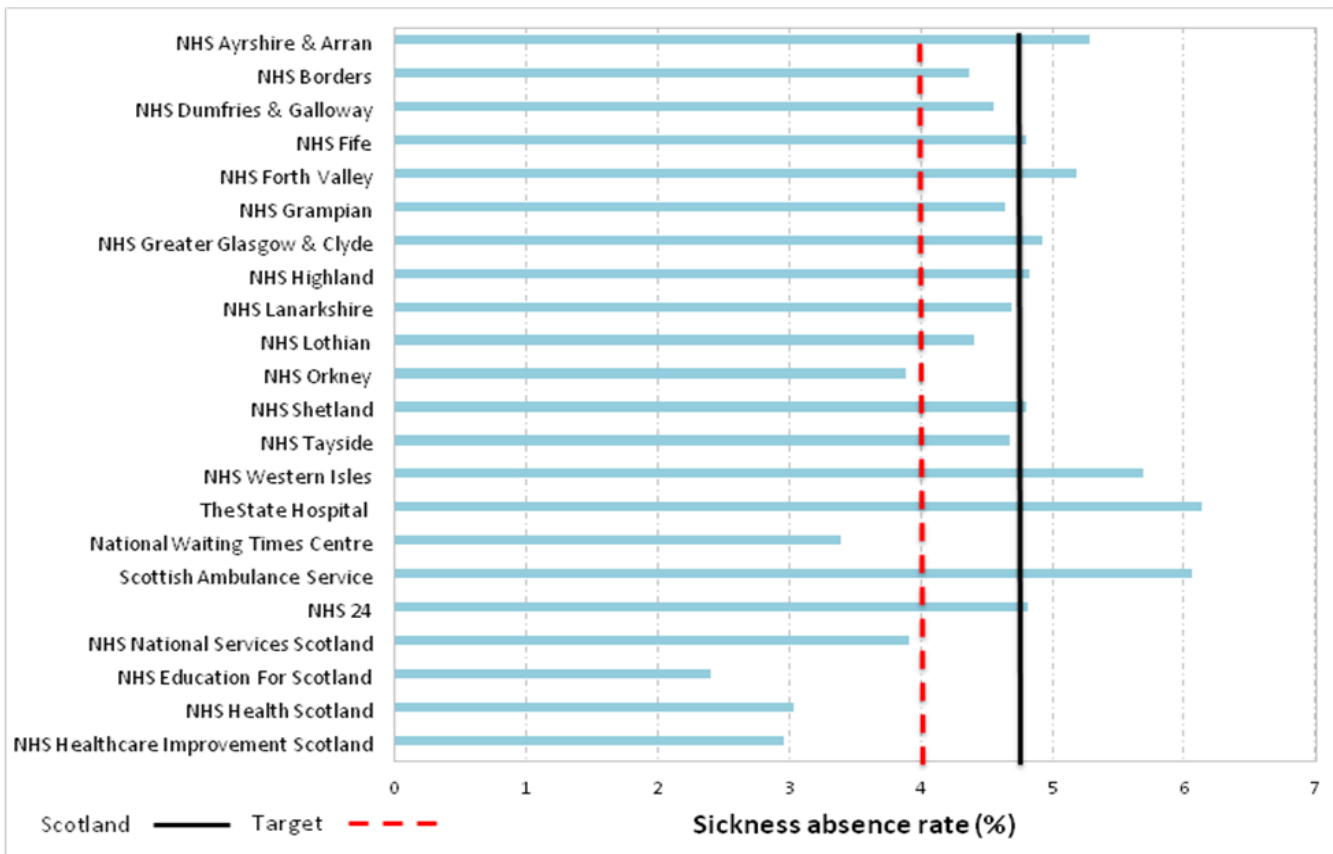
Sickness Absence

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

- For April 2013 to March 2014 the sickness absence rate for Scotland was 4.76% which is a decrease from 4.80% in the previous year. Nine health boards reduced their sickness absence rates during this period.

Chart 6 below presents sickness absence rates by NHS Boards for the latest financial year April 2013 to March 2014.

Chart 6: Sickness absence rate by NHS Boards for April 2013 to March 2014



Information showing the trend in sickness absence rates for NHS Scotland 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 NHS Scotland, 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 consider this when drawing conclusions from the information.

- As at 31st March 2014, data on ethnic group was available for 64.7% of the NHS Scotland workforce with 17.5% declining to answer and 17.8% not known.
- As at 31st March 2014, data on religion was available for 53.3% of the NHS Scotland workforce with 18.6% declining to answer and 28.1% not known.

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](#)

Other information updated in this release

For information on the number of joiners and leavers by NHS Board and staff group, see the following table:

[Turnover](#)

For information on the dental workforce, including dentists working for the General Dental Service (“high street dentists”), see the following table:

[Dentists](#)

Glossary

Workforce statistic terms relating to the data within this publication can be found within the [Glossary](#) document on the ISD Workforce homepage.

List of Tables

Table No.	Name	Time period	File & size
1	Overall trend	March 2014	Excel [408kb]
2	Medical trend	March 2014	Excel [7,446kb]
3	Non-medical trend	March 2014	Excel [10,929kb]
4	Total level trend summary (September 2013)	Sept 2013	Excel [3,609kb]
5	Overall NHS Scotland workforce summary by staff grouping	March 2014	Excel [9,231kb]
6	Staff turnover	April 2013 – March 2014	Excel [3,036kb]
7	Medical & dental staff in post	March 2014	Excel [8,063kb]
8	HCHS medical and dental staff by specialty	March 2014	Excel [17,325kb]
9	HCHS medical and dental staff by grade	March 2014	Excel [6,873kb]
10	Consultant staff in post	March 2014	Excel [1,060kb]
11	Consultant vacancies	March 2014	Excel [4,774kb]
12	Consultant contract (September 2013)	Sept 2013	Excel [2,699kb]
13	Nursing and midwifery staff in post	March 2014	Excel [28,720kb]
14	Nursing and midwifery vacancies	March 2014	Excel [11,407kb]
15	Clinical nurse specialists (September 2013)	Sept 2013	Excel [6,660kb]
16	Bank and agency nursing and midwifery comparison (capacity)	March 2014	Excel [1,106kb]
17	Nursing and midwifery - student intakes and students in training (September 2013)	Sept 2013	Excel [70kb]
18	Nursing and midwifery progression rates (September 2013)	Sept 2013	Excel [336kb]
19	Allied health professions staff in post	March 2014	Excel [6,228kb]
20	Allied health professions vacancies	March 2014	Excel [4,752kb]
21	Other therapeutic staff and personal social care staff in post	March 2014	Excel [3,531kb]
22	Healthcare science staff in post	March 2014	Excel [5,849kb]
23	All other staff in post	March 2014	Excel [9,272kb]
24	Pharmacy vacancies (September 2013)	Sept 2013	Excel [1,650kb]
25	Sickness absence	March 2014	Excel [149kb]
26	Equality and Diversity	March 2014	Excel [378kb]
27	Dentists	March 2014	Excel [1,140kb]

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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 SWISS. This alignment provided the opportunity to capture all NHS Scotland staff in post information in 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 information on current data sources and collections can be found on the ISD Workforce Statistics [Frequently Asked Questions](#) page. Information on historic data sources can be found [here](#).

Health and social care integration

NHS Highland and The Highland Council are working towards developing an integrated model for health and social care. Staff involved in the delivery of these core services started to transfer between the two organisations in June 2012. Those that have transferred into NHS Highland are currently shown in unallocated / not known. As at March 2014, of those unallocated staff transferred into NHS Highland: 118.4 WTE (140 headcount) are working in administrative services; 20.1 WTE (24 headcount) in allied health professions; 898.1 WTE (1,230 headcount) in personal and social care; and 50.2 WTE (57 headcount) in support services.

Trend information

Further information on workforce data trends can be found within the [ISD workforce statistics web pages](#)

Non medical and dental

Changes in the collection and presentation of workforce information due to Agenda for Change means that historical trend analysis is limited. It is however still available for some high level staff groupings.

Medical and dental

Trend data for the medical and dental workforce (excluding medical and dental support) is available. 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 SWISS.

The figures reported from 2008 onwards are sourced from SWISS, 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.

Data quality

Workforce information is sourced from NHS Board HR and payroll systems. These are dynamic operational systems in which the data can change over time due to their live status and potential additional updates made by NHS Boards.

It is recognised that the published information does not always reflect the data used at board and regional level when planning and presenting the workforce. Accuracy of coding is crucial to the quality and credibility of the data and ISD seeks to minimise such data inaccuracies. However, responsibility for data accuracy lies with the NHS Boards providing the data.

The ISD workforce team is currently working with stakeholders on a number of data quality improvement projects and the published information will change over time to reflect these changes. The first of these improvements to be implemented is the publication of the sub job families introduced to improve reporting on the midwifery and neonatal nursing workforce for data from September 2013.

Rollout of national HR system – Electronic employee support system (e:EES)

The e:EES project aims to introduce a single national HR system for all boards in NHSScotland. The system will hold and manage employment information for all staff employed by NHSScotland's 22 NHS Boards, and will create a common national repository of workforce information.

e:EES is being introduced across NHSScotland in phases with each Board at a different stage in the process. Work is ongoing between ISD and the e:EES team to assess the impact of the inclusion of data from e:EES in National Statistics publications.

A2 – Publication Metadata (including revisions details)

Metadata Indicator	Description
Publication title	NHS Scotland Workforce - Staff in Post
Description	Quarterly update of NHS Scotland staff in headcount and whole time equivalent.
Theme	Health and Social Care
Topic	Workforce Staff in Post Information
Format	Excel workbooks
Data source(s)	Scottish Workforce Information Standard System (SWISS)
Date that data are acquired	15 th April 2014
Release date	27 th May 2014
Frequency	Quarterly
Timeframe of data and timeliness	Data as at 31 st March 2014
Continuity of data	Non medical and dental staff data has a break in 2006 due to the introduction of Agenda for Change (AfC). Medical and dental staff data are continuous from 1990.
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.
Revisions relevant to this publication	No revisions relevant to this publication.
Concepts and definitions	Each Excel workbook contains detailed definitions pertinent to the particular staff group of interest.
Relevance and key uses of the statistics	Information published is used to support local, regional and national workforce planning.
Accuracy	Workforce information is captured through the Scottish Workforce Information Standard System (SWISS) - Workforce Information Repository. Further information on this system, data capture and accuracy can be found within the ISD Workforce Web pages.
Completeness	Information on all NHS Scotland 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 data quality.
Comparability	Workforce data are comparable and regularly used in both UK and international comparison reports (e.g. EUROSTAT).
Accessibility	It is the policy of ISD Scotland to make its web sites and

	products accessible according to published guidelines .
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 measurement	Headcount and WTE = number, rate, percentage.
Disclosure	The ISD protocol on Statistical Disclosure Protocol is followed.
Official Statistics designation	National Statistics.
UK Statistics Authority Assessment	Completed assessment by UK Statistics Authority. Report published May 2010.
Last published	25 th February 2014
Next published	26 th August 2014
Date of first publication	Paper publications since 1970s, web publications since 1996
Help email	nss.isdwfdinfo@nhs.net
Date form completed	May 2014

Metadata Indicator	Description
Publication title	NHS Scotland Workforce - Vacancies
Description	Quarterly census of vacancies in Nursing & midwifery, Allied Health Professions and Consultants. Annual census of pharmacy staff.
Theme	Health and Social Care
Topic	Workforce Vacancy Information
Format	Excel workbooks
Data source(s)	Scottish Workforce Information Standard System (SWISS)
Date that data are acquired	15 th April 2014
Release date	27 th May 2014
Frequency	Quarterly
Timeframe of data and timeliness	Data as at 31 st March 2014
Continuity of data	Non medical and dental staff data has a break in 2006 due to the introduction of Agenda for Change. Medical and dental staff data is continuous from 1990.
Revisions statement	During 2014, ISD, in conjunction with the ISD Workforce Technical Reference Group, will be discussing future requirements of this data collection to ensure it is still fit for purpose and fulfils workforce planning requirements.
Revisions relevant to this publication	No revisions relevant to this publication.
Concepts and definitions	Each Excel workbook contains detailed definitions pertinent to the particular staff group of interest.
Relevance and key uses of the statistics	Information published is used to support local, regional and national workforce planning.
Accuracy	Information is signed off by the relevant Director (e.g. 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 (e.g. EUROSTAT).
Accessibility	It is the policy of ISD Scotland to make its web sites and products accessible according to published guidelines .
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 measurement	WTE = Number, rate, percentage
Disclosure	The ISD protocol on Statistical Disclosure Protocol is followed.
Official Statistics designation	National Statistics.
UK Statistics Authority Assessment	Completed assessment by UK Statistics Authority. Report published May 2010.
Last published	25 th February 2014
Next published	26 th August 2014
Date of first publication	Paper publications since 1970s, web publications since 1996
Help email	nss.isdwfinfo@nhs.net
Date form completed	May 2014

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)

A4 – ISD and Official Statistics

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.