

Publication Report



NHSScotland Workforce Information

Quarterly update of Staff in Post, Vacancies

and Turnover at 31 December 2015

Publication date – 1 March 2016



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Introduction

Workforce information is collected and published by the Information Services Division (ISD) to support NHS Boards and the Scottish Government in their local, regional and national workforce planning.

About this Release

This release provides an update of the following NHSScotland workforce information as at 31 December 2015:

- All staff in post
- Vacancy numbers for nursing and midwifery, allied health professions and consultants
- Staff turnover

Revisions

Please note this publication includes a revision to September 2015 consultant vacancies due to resubmissions by NHS Ayrshire and Arran and NHS Fife. For NHS Ayrshire and Arran vacancies previously recorded as chemical pathology are now under histopathology. For NHS Fife vacancies previously recorded as intensive care medicine are now under general (acute) medicine. The revision affects the following tables:

[Consultant Vacancies D2015](#)

[Medical Trend D2015.xls](#)

Scottish Government – Workforce Vision

In June 2013, the Scottish Government launched the [2020 Workforce Vision "Everyone Matters"](#) to ensure that everyone who works for NHSScotland 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 Implementation Framework and Plan 2014-15](#) 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 achieve the 2020 Vision for Healthcare in Scotland.

Glossary

Agenda for Change: The national pay system for NHS workforce.

Establishment: Term used in calculating NHSScotland vacancy information to describe the total filled and vacant posts. Establishment is calculated by adding the number of staff in post to the number of vacant posts.

Headcount: The actual number of individuals working within NHSScotland. The Scotland figure eliminates any double counting that may exist as a result of an employee holding more than one post.

Scottish Workforce Information Standard System (SWISS): The main source of NHSScotland workforce statistics. (See Appendix A1 for further information).

Whole time equivalent (WTE): The WTE is calculated by dividing the number of contracted hours by the number of hours worked (conditioned hours). WTE is sometimes a more useful measurement than headcount because it adjusts headcount figures to take account of part time working; e.g. one person may work 20 hours a week, so just using headcount could make the workforce appear larger than it is. WTE is sometimes referred to as full time equivalent (FTE).

A full Workforce information glossary is available on our website [here](#).

Key points

- At 31 December 2015, NHSScotland employed 161,415 staff (headcount), which is equivalent to 138,310.0 whole time staff (referred to as whole time equivalent or WTE). This represents an increase of 0.6% when compared to the previous year.
- Of the 798.2 WTE increase in staff, the biggest increase was in nursing and midwifery with an additional 283.6 WTE compared to the previous year.
- The number of consultants in post increased by 3.7% to 5,082.1 WTE.
- There were 2,188.7 WTE vacant nursing and midwifery posts, a vacancy rate of 3.6% which is similar to the previous year (3.4%).
- At 31 December 2015, 5.9% (320.8 WTE) of consultant posts were vacant, a decrease from the rate of 7.5% at December 2014. Of these vacancies, 144.9 WTE were vacant for more than six months, a decrease of 18.8 WTE compared to a year ago.

Number of Staff in Post

At 31 December 2015, NHSScotland had a headcount of 161,415 staff, which is equivalent to 138,310.0 whole time staff.

Table 1: NHSScotland workforce by staff group at 31 December 2015

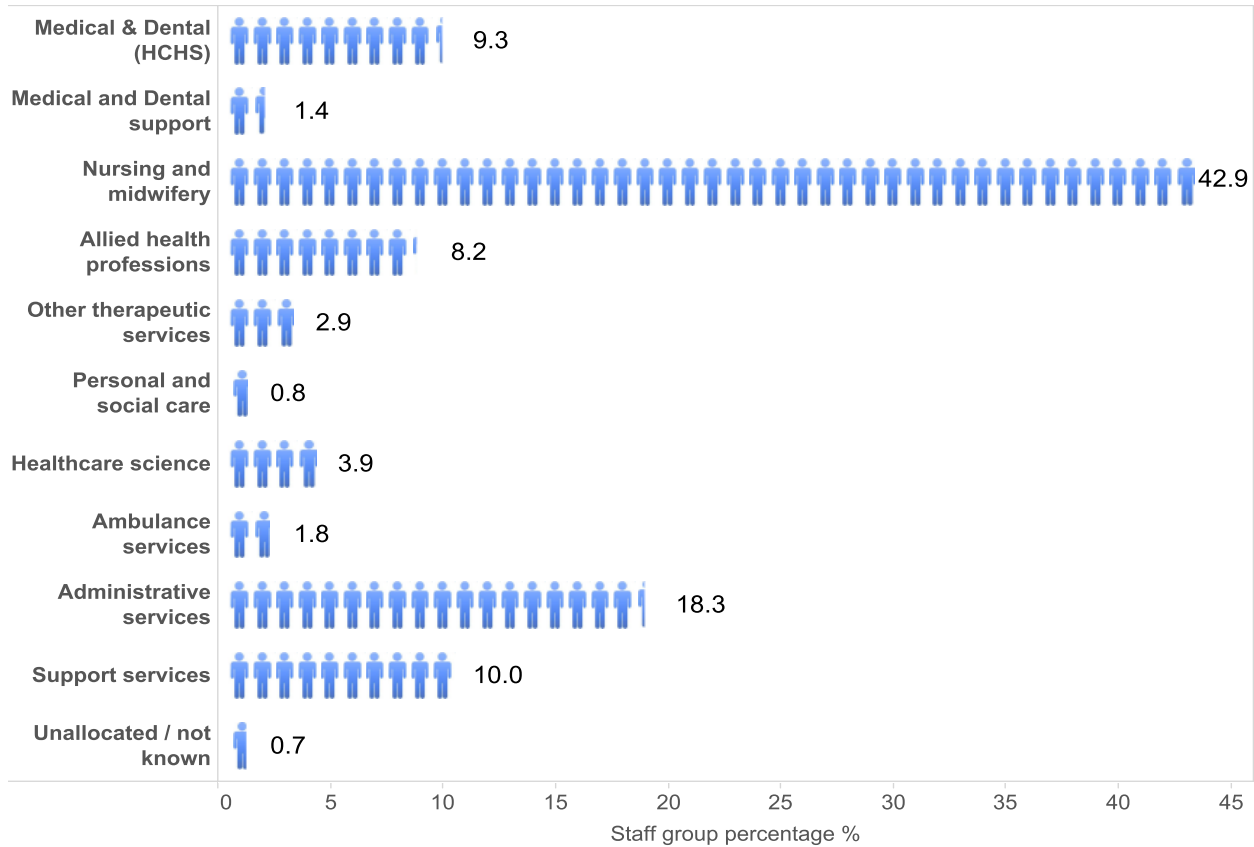
Staff Group	Headcount	Whole Time Equivalent
All NHS Scotland staff	161,415	138,310.0
Medical (HCHS) ¹	13,464	12,180.4
Dental (HCHS) ¹	801	642.3
Medical & dental support	2,261	1,894.0
Nursing & midwifery	68,031	59,287.4
Allied health professions	13,481	11,369.3
Other therapeutic services	4,621	3,954.9
Personal & social care	1,285	1,069.1
Healthcare science	6,025	5,443.8
Ambulance services	2,554	2,451.7
Administrative services	29,237	25,245.1
Support services	18,776	13,838.8
Unallocated / not known ²	1,248	933.3

Source: Scottish Workforce Information Standard System (SWISS).

1. HCHS - Hospital, Community, and Public Health Services.
2. NHS Highland and The Highland Council are currently developing an integrated model for health and social care. Staff involved in the delivery of core integrated services transferred between the organisations in April 2012 and April 2013. Staff who transferred to NHS Highland but are not yet assimilated to AfC are recorded as unallocated/not known. As at December 2015, of those unallocated staff: 116.6 wte (138 hc) are in administrative services; 2.0 wte (2 hc) in allied health professions; 766.5 wte (1,053 hc) in personal and social care; and 37.5 wte (42 hc) in support services.

The following chart shows the NHSScotland workforce as at 31 December 2015 by staff group. The largest group in the workforce remains nursing and midwifery, with 59,287.4 WTE, which accounted for 42.9% of all staff; administrative services accounted for 18.3%; support services 10.0%; and medical and dental 9.3% (all WTE).

Chart 1: NHSScotland workforce staff group percentages (WTE) at 31 December 2015



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

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

[Overall trend](#)

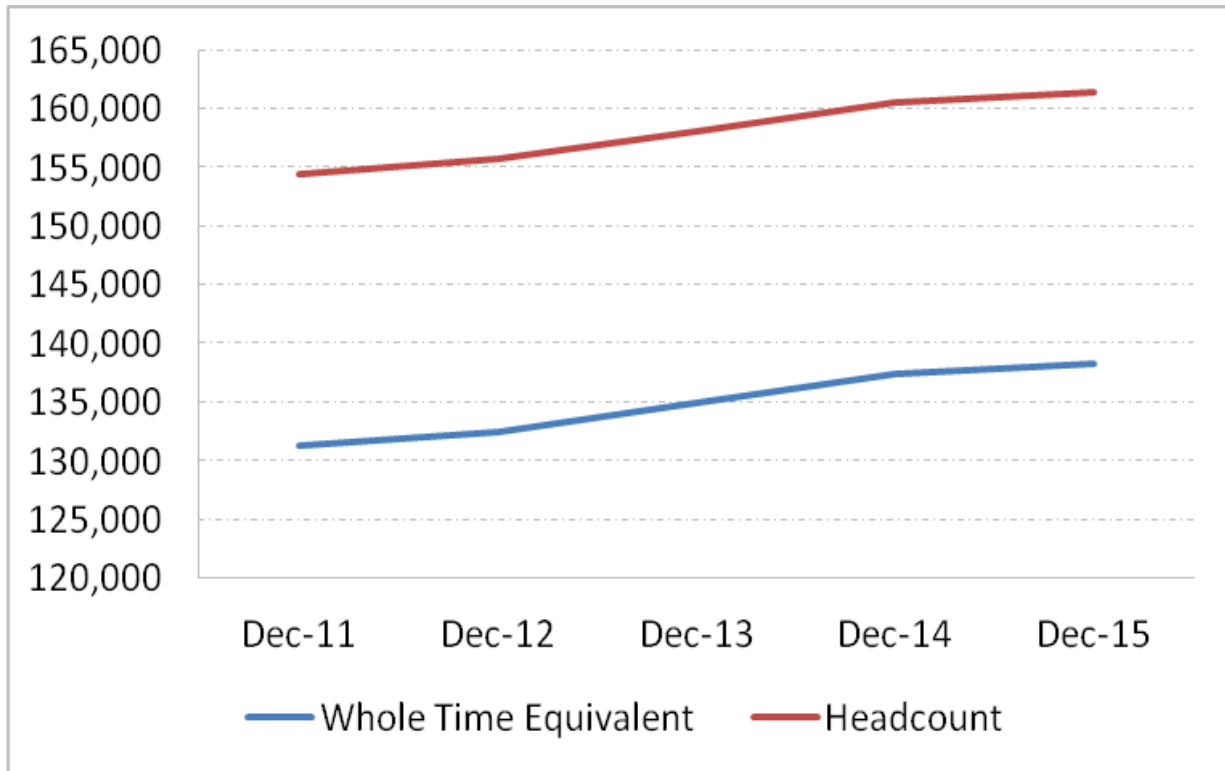
[Medical trend](#)

[Non-medical trend](#)

Trends in Staff Numbers

There has been an increase of 5.4% (7,035.8 WTE) in the total NHSScotland workforce since December 2011.

Chart 2: NHSScotland total workforce trend



The following table shows the trend between December 2011 and 2015, broken down by staff group.

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

Staff Group	Dec-11	Dec-12	Dec-13	Dec-14	Dec-15
All NHSScotland staff	131,274.3	132,541.5	135,016.3	137,511.9	138,310.0
Medical (HCHS) ¹	11,199.7	11,297.0	11,438.3	11,966.8	12,180.4
Dental (HCHS) ¹	720.1	706.3	667.2	686.3	642.3
Medical & dental support	1,851.9	1,889.8	1,904.5	1,885.2	1,894.0
Nursing & midwifery	56,238.5	56,608.5	57,877.7	59,003.8	59,287.4
Allied health professions ²	9,360.4	9,511.8	11,152.1	11,296.7	11,369.3
Other therapeutic services	3,459.0	3,623.5	3,738.9	3,912.5	3,954.9
Personal & social care	929.4	893.2	909.3	944.4	1,069.1
Healthcare science	5,376.1	5,271.4	5,356.9	5,404.3	5,443.8
Ambulance services ²	3,628.2	3,661.8	2,341.5	2,432.7	2,451.7
Administrative services	24,501.8	24,222.2	24,668.1	25,040.8	25,245.1
Support services	13,735.7	13,708.1	13,823.9	13,852.6	13,838.8
Unallocated / not known ³	273.7	1,147.9	1,138.0	1,085.7	933.3

Source: Scottish Workforce Information Standard System (SWISS)

1. HCHS - Hospital, Community, and Public Health Services
2. From 1 April 2013, paramedics have been reclassified from ambulance services staff to allied health professions.
3. NHS Highland and The Highland Council are currently developing an integrated model for health and social care. Staff involved in the delivery of core integrated services transferred between the organisations in April 2012 and April 2013. Staff who transferred to NHS Highland but are not yet assimilated to AfC are recorded as unallocated/not known. As at December 2015, of those unallocated staff: 116.6 wte (138 hc) are in administrative services; 2.0 wte (2 hc) in allied health professions; 766.5 wte (1,053 hc) in personal and social care; and 37.5 wte (42 hc) in support services.
4. Staff who transferred to Highland Council are no longer shown in this table. In April 2012, 160.4 wte (211 hc) staff transferred to Highland Council. In April 2013, 16.8 wte (22 hc) staff transferred. For some sub job families there will be a decrease in the number of staff in June 2012 and June 2013. These staff were in administrative services, allied health professions, nursing and midwifery and personal and social care.

Between December 2014 and December 2015, there was an increase in staff of 0.6% (798.2 WTE). The majority of this increase was seen in nursing and midwifery (283.6 WTE), medical staff (213.6 WTE) and administrative services (204.2 WTE).

Table 3 shows the number of consultants by specialty group. The number of consultants has increased by 14.8% since 31 December 2011.

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

Consultants ¹	Dec-11	Dec-12	Dec-13	Dec-14	Dec-15
All specialties	4,425.7	4,494.3	4,605.8	4,900.6	5,082.1
All medical specialties	4,326.2	4,392.7	4,507.8	4,804.7	4,994.0
Clinical laboratory specialties	566.1	561.7	562.2	603.4	628.6
Medical specialties	984.9	1,012.7	1,035.9	1,131.5	1,161.0
Psychiatric specialties	538.5	527.7	516.2	528.9	546.6
Surgical specialties	855.2	839.9	856.0	906.2	972.3
Paediatrics specialties	224.3	227.3	243.4	289.4	304.6
All dental specialties	99.4	101.6	98.1	95.9	88.1

Source: Scottish Workforce Information Standard System (SWISS).

1. Includes Directors of Public Health

Part of the increase in the number of consultants in post in NHSScotland is due to NHS Boards reviewing their data during 2014 as they migrated to the new national HR system, the electronic Employee Support System (e:ESS). This led to more consultants being identified with the correct grade.

A further breakdown of this data can be found on the ISD website in the following table:

[Consultant staff in post](#)

The number of nursing and midwifery staff has increased by 5.4% (3,049.0 WTE) since December 2011.

Table 4: NHSScotland nursing and midwifery staff in post trend (WTE)

	Dec-11	Dec-12	Dec-13	Dec-14	Dec-15
Nursing and midwifery staff	56,238.5	56,608.5	57,877.7	59,003.8	59,287.4
Nursing	53,325.7	53,575.4	54,821.7	55,983.2	56,267.8
Midwifery	2,835.5	2,944.2	2,963.3	2,946.1	2,935.6
Not assimilated / not known	77.2	88.9	92.7	74.5	84.0

Source: Scottish Workforce Information Standard System (SWISS).

A further breakdown of this data can be found on the ISD website in the following tables:

[Nursing and midwifery staff in post](#)

[Community nurses](#)

Vacancies

Vacancies are counted as posts that have been cleared for advert after being through the redeployment process (internal or external advert) and remain as a vacancy until an individual starts in the post.

The number of vacancies is a measure of how many posts are being recruited to. Figures may reflect a variety of circumstances within a board such as a gap in staffing or the establishment or growth of services in which new staff are being recruited to.

However, note that a post marked as a vacancy may still be occupied by the previous incumbent and so also included within the staff in post figure. In contrast, some NHS Boards may not recruit where the post is currently being covered by a locum. NHS Boards are currently working with ISD to improve the consistency and accuracy of vacancy recording.

Consultants

At 31 December 2015, 5.9% (320.8 WTE) of consultant posts were vacant, a decrease from the rate of 7.5% at December 2014. Of these vacancies, 144.9 WTE were vacant for more than six months, a decrease of 18.8 WTE since December 2014. The specialties with the highest numbers of vacancies were clinical radiology (33.7 WTE; 9.4% vacancy rate) and anaesthetics (31.0 WTE; 4.1% vacancy rate).

Allied Health Professions

At 31 December 2015, the rate of vacant allied health profession posts was 4.1% (481.3 WTE), an increase from the rate of 3.4% at December 2014. 72.3 WTE posts were vacant for more than three months, a decrease of 91.7 WTE since December 2014. The highest vacancy rates were found in orthotics (8.1%), prosthetics (7.4%) and physiotherapy (5.9%).

Nursing and Midwifery

There were 2,188.7 WTE nursing and midwifery vacancies at 31 December 2015, a vacancy rate of 3.6%, similar to the rate of 3.4% at December 2014. 551.1 WTE posts were vacant for more than three months, a decrease of 10.4 WTE since December 2014.

Table 5: Trend in vacancies (WTE): consultants, allied health professions and nursing and midwifery

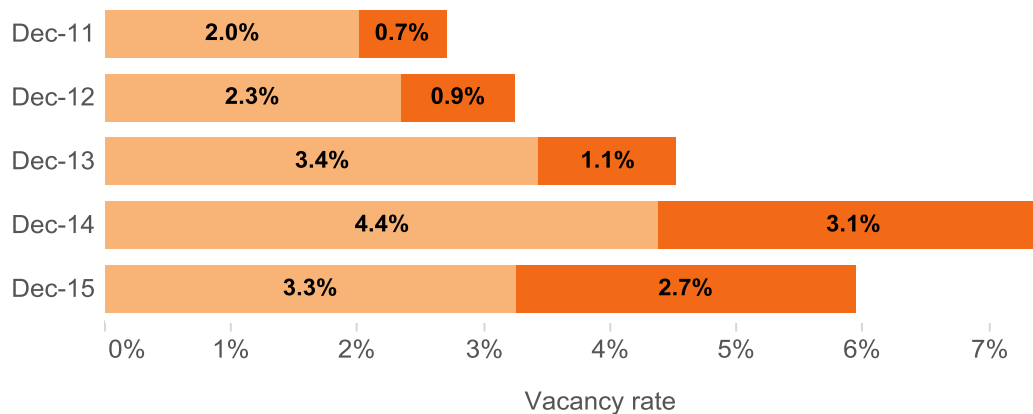
Date	Consultants ¹		Allied health professions		Nursing & midwifery	
	Total vacant posts	Total vacancy rate	Total vacant posts	Total vacancy rate	Total vacant posts	Total vacancy rate
Dec-11	123.0	2.7%	172.1	1.8%	661.9	1.2%
Dec-12	150.8	3.2%	357.1	3.6%	1,623.2	2.8%
Dec-13	218.1	4.5%	411.3	3.6%	1,514.1	2.5%
Dec-14	395.6	7.5%	400.1	3.4%	2,088.3	3.4%
Dec-15	320.8	5.9%	481.3	4.1%	2,188.7	3.6%

Sources: Scottish Workforce Information Standard System (SWISS), ISD(M)36.

1. Includes Directors of Public Health

Charts 3 and 4 show how long posts were vacant for in each of the staff groups. Consultant vacancies are grouped into 'vacant for less than six months' or 'vacant for six months or more'.

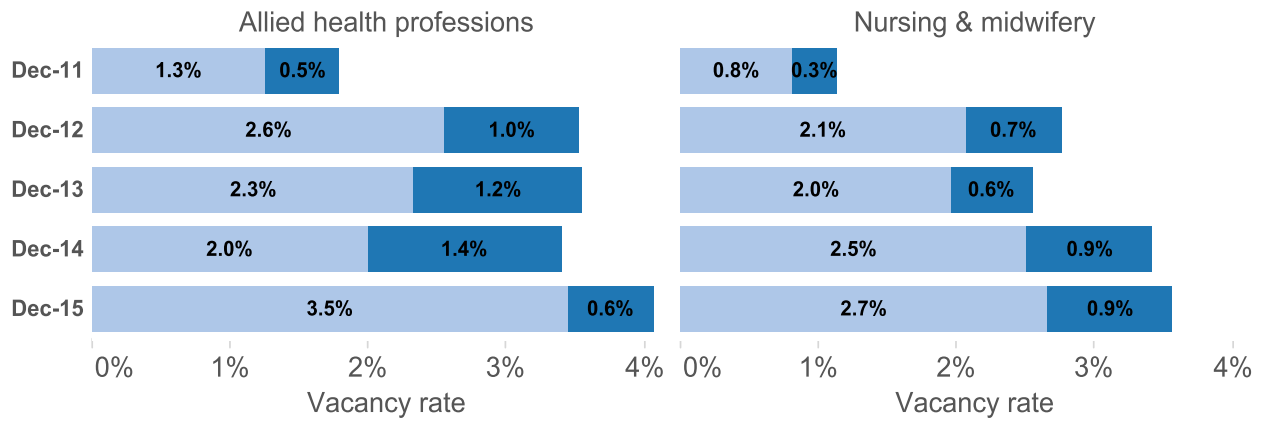
Chart 3: Trend in length of consultant vacancies



Vacancy length
■ Vacant ≥ 6 months
■ Vacant < 6 months

Allied health professions and nursing and midwifery are grouped into 'vacant for less than three months' or 'vacant for three months or more'.

Chart 4: Trend in length¹ of allied health professions and nursing and midwifery vacancies



Vacancy length
■ Vacant >= 3 months
■ Vacant < 3 months

1. Chart does not include proportion (%) of vacancies with unknown length of time vacant for.

A further breakdown of this data can be found on the ISD website in the following tables:

[Consultant vacancies](#)

[Allied health professions vacancies](#)

[Nursing and midwifery vacancies](#)

Other information updated in this release

Turnover

Between October and December 2015, 2,564.5 WTE people joined and 2,038.0 WTE people left NHSScotland. For information on the number of joiners and leavers by NHS Board and staff group, see the following table:

[Turnover](#)

List of Tables

Table No.	Name	Time period	File & size
1	Overall trend	Dec 2015	Excel [454kb]
2	Medical trend	Dec 2015	Excel [11,955kb]
3	Non-medical trend	Dec 2015	Excel [16,602kb]
4	Overall NHSScotland workforce summary by staff grouping	Dec 2015	Excel [7,668kb]
5	Staff turnover	Oct – Dec 2015	Excel [1,796kb]
6	Medical & dental staff in post	Dec 2015	Excel [10,771kb]
7	HCHS medical and dental staff by specialty	Dec 2015	Excel [23,127kb]
8	HCHS medical and dental staff by grade	Dec 2015	Excel [9,387kb]
9	Consultant staff in post	Dec 2015	Excel [1,243kb]
10	Consultant vacancies	Dec 2015	Excel [5,514kb]
11	Consultant contract	Sep 2015	Excel [306kb]
12	Nursing and midwifery staff in post	Dec 2015	Excel [44,712kb]
13	Community nurses	Dec 2015	Excel [6,399kb]
14	Nursing and midwifery vacancies	Dec 2015	Excel [7,034kb]
15	Clinical nurse specialists	Sep 2015	Excel [6,312kb]
16	Bank and agency nursing and midwifery comparison (capacity)	Mar 2015	Excel [1,204kb]
17	Nursing and midwifery - student intakes and students in training	Sep 2015	Excel [39kb]
18	Nursing and midwifery progression rates	Sep 2015	Excel [360kb]
19	Allied health professions staff in post	Dec 2015	Excel [9,469kb]
20	Allied health professions vacancies	Dec 2015	Excel [2,887kb]
21	Other therapeutic staff and personal social care staff in post	Dec 2015	Excel [5,183kb]
22	Healthcare science staff in post	Dec 2015	Excel [6,952kb]
23	All other staff in post	Dec 2015	Excel [11,778kb]
24	Pharmacy vacancies	Sep 2015	Excel [3,558kb]
25	Sickness absence	Mar 2015	Excel [166kb]
26	Equality and Diversity	Mar 2015	Excel [409kb]
27	Dentists	Sep 2015	Excel [771kb]

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Further Information

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

NHS Performs

A selection of information from this publication is included in [NHS Performs](#). NHS Performs is a website that brings together a range of information on how hospitals and NHS Boards within NHSScotland are performing.

Rate this publication

Please [provide feedback](#) on this publication to help us improve our services.

Appendix

A1 – Background Information

The main source of workforce statistics is the Scottish Workforce Information Standard System (SWISS). SWISS brings together HR and Payroll information into one system.

A new national HR system, electronic Employee Support System (e:ESS), is currently being rolled out across all boards. As boards migrate to the new system, their data captured in e:ESS continues to feed into SWISS.

Data is shown in AfC job families. More information on what is included in each of the job families can be found [here](#).

Further information on current data sources and collections can be found on the ISD Workforce Statistics [Frequently Asked Questions](#) page.

Health and social care integration

NHS Highland and Highland Council are currently developing an integrated model for health and social care. Staff involved in the delivery of core integrated services started to transfer from Highland Council to NHS Highland in June 2012. Staff who have already transferred into NHS Highland but have not yet been assimilated to AfC are currently recorded as unallocated / not known. Figures are noted on table 1 above.

Data quality

Workforce information is sourced from each board's 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 individual 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 boards providing the data.

The ISD workforce team work with boards throughout the year in an attempt to improve data quality. Published information may change over time to reflect these improvements.

e:ESS is being introduced across NHSScotland in phases, with each board at a different stage in the process. A number of boards have migrated their data to e:ESS, and this affects data on location of service delivery, medical grade and medical specialty. Changes have been seen in these as boards review their data as part of the migration process.

A review of community nursing staff data, including district nurses and health visitors, was undertaken in 2014/15 to ensure the availability of more accurate and consistent data reporting for these staff groups. The main section of the review is now complete and workforce information for these staff groups is now available in a separate table. Please see the relevant nursing and midwifery tables for further information.

A2 – Publication Metadata (including revisions details)

Metadata Indicator	Description
Publication title	NHSScotland Workforce – Staff in Post and Vacancies.
Description	Quarterly update of NHSScotland staff in headcount and whole time equivalent.
Theme	Health and Social Care.
Topic	Workforce Staff in Post and Vacancies Information.
Format	Excel workbooks.
Data source(s)	Scottish Workforce Information Standard System (SWISS), ISD(M)36.
Date that data are acquired	Staff in Post - 12 January 2016. Vacancies – 22 January 2016.
Release date	1 March 2016
Frequency	Quarterly.
Timeframe of data and timeliness	Data as at 31 December 2015.
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	Consultant vacancy table – updated to reflect revision to NHS Ayrshire and Arran and NHS Fife’s September 2015 returns. The medical trend table has also been updated.
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 staff in post 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. Vacancy information is signed off by the relevant Director (e.g. Medical Director, Nurse Director etc.).
Completeness	Staff in post information on all NHSScotland 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 each individual board to improve data quality.

	All NHS Boards in Scotland return vacancy 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	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	1 December 2015
Next published	7 June 2016
Date of first publication	Paper publications since 1970s, web publications since 1996.
Help email	nss.isdwfinfo@nhs.net
Date form completed	February 2016

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.

Standard Pre-Release Access:

- Scottish Government Health Department
- NHS Board Chief Executives
- NHS Board Communication leads

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.