Introduction and Walkthrough of Data Collection Template, Webpage & Submission Portal

9th April 2024
Transformation through benchmarking

Agenda

• Introduction to the census, NHSE
• Who are NHSBN and what is the Workforce Programme?
• Project background and scope
• Project approach, plan and timescales
• Changes compared to 2023
• Walkthrough the data collection template
• Explain what and how information should be entered
• Explain potential validation issues
• How to make submissions and where to get further information

• Please note that this is an information session only. Please can any queries be sent to nhsbn.psychologicalprofessions@nhs.net, or you can attend one of our weekly drop-in sessions – details on the webpage here.
Census perspective from NHS England

Dr Adrian Whittington
National Clinical Lead for Psychological Professions
NHS England
Who are the NHS Benchmarking Network?

- We are a member organisation with 240+ member organisations and c.10,000 clinicians and managers using the service
- We collect and analyse data, providing insights across acute, community and mental health services. Outputs are delivered both in reports but also in online tools
- We work across England, Wales, Scotland and Northern Ireland working with both providers and commissioners of health and care
- We work across NHS, Independent, VCSE and Local Authority sectors
- We work with NHS England and other stakeholders to deliver a number of national audits including the National Audit of Care at the End of Life (NACEL), CVD Prevent, NHS England Learning Disability Improvement Standards

Our Vision

To enable members and participants to improve patient outcomes, raise health standards, and deliver quality health and care services through data excellence, benchmarking, and the sharing of innovation
The Workforce Programme

• NHSBN have been commissioned by NHS England Workforce Training and Education Directorate to undertake a series of workforce censuses that are now managed as a programme of work covering both services and specific professions:
  • Specialist Perinatal Mental Health
  • Psychological professions
  • NHS Talking Therapies for anxiety and depression
  • Children and Young People’s Mental Health
  • Adult and Older People’s Mental Health
  • Drug and Alcohol Treatment and Recovery Services
  • Peer Support Workers
  • Social Workers and Social Care

Mission

Support evidence-based workforce planning to ensure the development of a workforce of the right size, in the right place, with the right skills to meet current population need and underpin the ambitious transformation plans set out in key healthcare policy documents.
Project Background

- NHSE WT&E have commissioned NHSBN to complete the 2nd annual PSYCHOLOGICAL PROFESSIONS Workforce Census in England

- Information will be collected on service profile, job roles, grades, demographics (ethnicity, gender, age & disability), HR metric data, and time in post information.

- The census is a key reference point in evidencing the progress made on delivering the workforce plans and ambitions outlined in the NHS Long Term Plan, and the NHS Long Term Workforce Plan.
Project Scope

• All staff working in NHS commissioned services
• There are separate collection templates for Adults’ and Children and Young People’s services.
• Staff working in NHS Talking Therapies for anxiety and depression services are **out** of scope

The following sectors are in scope:
• NHS providers (mental health, acute and community trusts)
• Independent sector providers
• Voluntary, community and social enterprise (VCSE) organisations
• Local Authorities
Five phases to the project
1. Project initiation
2. Project consultation
3. Data collection
4. Validation and analysis
5. Delivery of national and bespoke reports
<table>
<thead>
<tr>
<th>Tab</th>
<th>Change</th>
<th>Rationale</th>
</tr>
</thead>
<tbody>
<tr>
<td>Website</td>
<td>• Updated the programme webpage</td>
<td>• To provide central point of information</td>
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<tr>
<td>Scope</td>
<td>• Community physical health is now in scope of the census</td>
<td>• To capture psychological professions staff across NHS</td>
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<tr>
<td></td>
<td>(2023 community and inpatient MH and acute physical health)</td>
<td></td>
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<tr>
<td>Organisation</td>
<td>• Inclusion of ICS activity proportions</td>
<td>• To aid with reporting</td>
</tr>
<tr>
<td>Information</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Organisation</td>
<td>• Moved Primary Care section to this tab and refined</td>
<td>• Reduce number of tabs in the collection template</td>
</tr>
<tr>
<td>Information</td>
<td>(changed form job roles to job groups)</td>
<td></td>
</tr>
<tr>
<td>Guidance</td>
<td>• Refined HR Metrics definition</td>
<td>• For consistency across programme and to aid completion</td>
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<tr>
<td>Validation</td>
<td>• Across the collection template we have introduced</td>
<td>• Provide clearer guidance on what information needs to be completed</td>
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<tr>
<td></td>
<td>conditional formatting to indicate where there is an error / omission.</td>
<td>across the template and highlight errors</td>
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<td></td>
<td>This is particularly the case in the metric tab.</td>
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<tr>
<td></td>
<td>• Reformatted the validation tab to summarise the data by role to</td>
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<td></td>
<td>provide a clear summary of the information entered and highlight errors</td>
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## Data Collection Changes & Rationale

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<th>Change</th>
<th>Rationale</th>
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<tbody>
<tr>
<td>Job roles</td>
<td>• Inclusion of ‘Psychologists (other)’ and ‘Trainee Psychologists (other)’</td>
<td>• To assist with ESR mapping and ensure all roles are captured accurately</td>
</tr>
<tr>
<td>Demographics</td>
<td>• Now by job role groups rather than by all staff</td>
<td>• To assist with analysis of the data to provide additional insight on workforce demographics</td>
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<td>Metrics</td>
<td>• Calculation of funded establishment rather than requesting data</td>
<td>• Following feedback and lower than expected completion rates we have simplified this.</td>
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<td></td>
<td>• Calculation of staff in post at start of census</td>
<td>• To enable participants to quickly see the rates reported based on the data entered.</td>
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<td></td>
<td>• Change of denominator for joiners, retention and leavers from average staff in post to staff in post at start of census year</td>
<td>• Hopefully this will aid completion and reduce the number of queries raised.</td>
</tr>
<tr>
<td></td>
<td>• Inclusion of calculated rates for vacancy, joiners, retention, leavers and sickness</td>
<td></td>
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<tr>
<td>SUBMISSION</td>
<td>• Via a submission portal rather than e-mail</td>
<td>• As the programme has grown the number of submissions received has also increased. The Portal allows us to manage submissions more effectively with a clear audit trail of submissions and resubmissions following validation.</td>
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</table>
Project lead: Chris McAuley

Project Team:
Mariana Dias, Assistant Project Manager
Alex Parry-Jones, Graduate Project Coordinator
Renee Thaxter, Graduate Project Coordinator

Bev Sheard, Head of Workforce Programme

Project email: nhsbn.psychologicalprofessions@nhs.net
Project webpage: https://www.wfbenchmarking.nhs.uk/psychological-professions
Walkthrough

Walkthrough of:

- Collection template
- Project webpage
- Upload portal
Next Steps

Submission deadline: 24th May 2024

Drop-In sessions:
Session 1: Wednesday 17th April 13:00-13:30
Session 2: Thursday 25th April 11:30-12:00
Session 3: Wednesday 1st May 13:00-13:30
Session 4: Thursday 9th May 11:30-12:00
Session 5: Wednesday 15th May 13:00-13:30
Session 6: Thursday 23rd May 11:30-12:00

Helpline email: nhsbn.psychologicalprofessions@nhs.net