

# NHS ENGLAND

MONTHLY MIXED-SEX ACCOMMODATION (MSA)  
RETURN

NON-DCT PROV-COMM COLLECTION

DATA DEFINITIONS

VERSION ISSUED OCTOBER 2016

## GENERAL

### *General notes for completion*

#### OVERVIEW OF REQUIREMENTS

The Mixed-Sex Accommodation (MSA) return collects monthly data on the total occurrences of patients receiving care that is in breach of the sleeping accommodation guidelines<sup>1</sup>. Data will be published, enabling enhanced patient choice and driving improvement.

#### SPECIFIC UNIFY2 GUIDANCE

This document has been designed to aid the submission of MSA data to Unify2. For more detailed information on what constitutes a breach of the MSA policy please refer to the relevant Professional Letter (see link at the end of this document).

#### SCOPE

The Mixed-Sex Accommodation (MSA) return is a Provider by Commissioner (“Prov/Comm”) collection, with Trusts, and other providers of NHS-funded care (including Independent and Voluntary Sector providers of NHS care) submitting their data broken down by local provider site and CCG.

All NHS-funded patients are included in the scope of this collection, but privately-funded patients are excluded.

Only breaches in relation to sleeping accommodation are to be reported in the Unify2 MSA return. Justified occurrences of MSA and unjustified mixing in relation to bathroom / toilet facilities (including passing through) are outside of the scope of the MSA return (although they are to be monitored locally).

All hospital sites with the facilities to admit 10 or more patients at any one time are included in the data return. If a particular site (not a single ward - a site constitutes a combination of all wards at that site) does not have the facilities to admit 10 or more patients at any one time then no data submission is required for that site.

#### COMPLETION

As with other Unify2 data collections, organisations are required to submit their MSA data using an excel template. This template is available from the Unify2 forum:

<http://nwww.unify2.dh.nhs.uk/InstantForum414/Group10004010.aspx>

In the Unify2 template, a separate worksheet is to be completed for each commissioner to which the breaches relate. Within each commissioner worksheet, a breakdown by provider site is also required. For each NHS provider, only their hospital sites will be selectable.

Data suppliers need only provide details of occurrences of MSA sleeping breaches. For example, if an organisation has only one breach at one site, only add in the relevant commissioner and that site to your template. There is no need to add all other sites with zero breaches.

---

<sup>1</sup> “Sleeping accommodation” includes areas where patients are admitted and cared for on beds or trolleys, even where they do not stay overnight. It therefore includes all admissions and assessment units (including clinical decision units), plus day surgery and endoscopy units. It does not include areas where patients have not been admitted, such as accident and emergency cubicles.

## **CSV UPLOAD**

The option of using a ‘CSV upload’ to populate a submission template is available to organisations. When using this option though, great care must be taken to ensure all data – particularly hospital sites and codes - are correctly inputted. To aid this, a list of all Trust’s hospital sites and codes is available from the Unify2 forum (use the weblink above).

## **NIL RETURNS**

Should your organisation record no breaches during a month, a template is still required to be submitted. This is so we can differentiate between organisations with no breaches and those who have not submitted a template. To do this, data suppliers can now select ‘Nil Return’ as a ‘child’ organisation. Once this has been selected, nothing further is required and this ‘blank’ template can be submitted to Unify2 as usual.

## **NON-ENGLISH COMMISSIONERS**

Data on Non-English residents who breach the MSA guidelines should be submitted as part of this collection. For these patients, there is the option to select ‘Non-English Commissioner’ (Code: NONC) on the MSA template.

## **SUBMISSION**

Providers should upload data onto Unify2 and sign off no later than seven working days after the month end. For example, for December 2016 data, providers are required to submit by close on 11 January 2017.

## **COMMISSIONERS**

Commissioner organisations are NOT required to sign-off the data which has been attributed to them. The MSA data collection is “Prov/Comm” to enable a commissioner breakdown of the number of breached patients. Providers and commissioners are encouraged to enter into discussions about breaches as soon as possible, but this is not required before the publication of data. It is understood that this data may then need to be altered following publication. The MSA data collection has a revisions policy consistent with other NHS data collected through Unify2.

## **REVISIONS**

NHS England will consider all requests for revisions to published MSA data in line with the NHS England Analytical Services revisions policy:  
<http://www.england.nhs.uk/statistics/code-compliance/#Unifypolicy>.

More detailed guidance for NHS organisations is posted on UNIFY2 itself (“Revisions policy for NHS data collected through Unify2”).

Data revisions are normally published every six months (generally in June and December), alongside the latest release of new monthly data. For example, revisions for October to March are usually published alongside May data in June and revisions for April to September are usually published alongside November data in December.

Revision requests must be received by the end of the previous month to be included in the latest publication. For example, revisions to April 2016 - September 2016 data must be emailed to the [Unify2 mailbox](#) by close on 30th November 2016.

## CONTACT

All queries should be sent to the Unify2 mailbox: [unify2@dh.gsi.gov.uk](mailto:unify2@dh.gsi.gov.uk)

## OTHER SOURCES OF REFERENCE:

- NHS Digital NHS Data Dictionary/guidance:  
<http://www.datadictionary.nhs.uk/index.asp>
- Unify2:  
[www.unify2.dh.nhs.uk/unify/interface/homepage.aspx](http://www.unify2.dh.nhs.uk/unify/interface/homepage.aspx)
- Professional Letter to the NHS:  
[http://www.dh.gov.uk/en/Publicationsandstatistics/Lettersandcirculars/Professionalletters/Chiefnursingofficerletters/DH\\_121848](http://www.dh.gov.uk/en/Publicationsandstatistics/Lettersandcirculars/Professionalletters/Chiefnursingofficerletters/DH_121848)

## Changes since previous guidance

Since the previous version, no substantive changes have been made to this document - the underlying definitions and processes remain the same. The changes made include:

- Removing references to PCTs
- Updating web links
- Adding further clarification to the accompanying FAQs
- Updating the revisions policy text in line with the revisions policy for NHS data collected through Unify2