

Webinar Q&A

Is the antenatal and postnatal data covered by the Section 251 approval?

Yes, the same data protection requirements that are applicable to the main sample data are also applicable to the antenatal and postnatal data.

When will the sample declaration form be available?

The sample declaration form is now available on the NHS Surveys website. There is a separate form for trusts using a contractor (<http://www.nhssurveys.org/survey/1958>) and in-house trusts (<http://www.nhssurveys.org/survey/1959>).

Do in-house trusts have to print the red text for the routing questions in the questionnaire?

Yes, the questionnaire should be printed in colour throughout. This is to maintain consistency between surveys in previous years and also because the questionnaire was cognitively tested with new mothers in colour.

The instructions say as well as using local records of dissent, the PDS should also be consulted – how do we go about doing this?

Some trusts will automatically pull data from the PDS on to their local patient record system. If your trust does this then you should use this data from the PDS to identify patients who do not wish to be included in the survey and remove them from your sample. If your trust does not pull in this data from the PDS then please just use your local records to determine dissent.

Should we check the sample with our safeguarding representative before or after it is approved?

Please check the sample with your safeguarding representative and remove any patients as necessary **before** submitting the sample to your contractor/the Co-ordination Centre.

The secure FTP session for submitting files will be encrypted to 256 bit AES, but does the encryption on the file itself need to be 256 bit AES as well?

No – you should password protect any files you send via FTP but we do not mandate an encryption standard for the file itself.

If we have only slightly more than 300 births in February before exclusions, should we sample back into January just in case?

We recommend having a safety margin of approximately 50 women in February (before applying any exclusions) in order to be confident that you will not have to sample back into January. That is, if you had fewer than about 350 births in February, we advise that you sample back into January in case several women need to be removed or excluded from the sample after checks are carried out. Instructions for sampling into January are available here: <http://www.nhssurveys.org/survey/1956>.

When will the survey results be published?

We have not yet confirmed a publication date, but the schedule will be very similar to the last Maternity Survey in 2015. The 2015 results were published in December.

Should the sample include women aged 16?

Yes, you should include women aged 16 and over at the time of delivery in the sample.

When excluding patients based on ICD codes, what should we do if these are not 100% coded?

Please contact your clinical midwifery team and ask them to check their records for the women missing ICD-10 codes to establish whether these women are eligible or not for inclusion in your sample.

What if a woman received antenatal/postnatal midwifery care from one trust, and antenatal/postnatal obstetric care from another trust?

In cases such as these, a woman might be coded as receiving 'some' rather than 'all' of her antenatal/postnatal care at the trust. We will be publishing a separate guidance manual in the coming weeks which will explain how to code each patient in your sample with respect to antenatal and postnatal care.

Is it possible to get a paper sample declaration form rather than electronic?

No – we are only using an electronic sample declaration form at this time. If you wish, you may print the sample declaration form out and complete it on paper. However, please scan this form and submit it to us electronically.

We use Euroking to host our maternity data but it is not currently included in our standard PAS system as we have just made a major change. This may cause issues as Euroking can be unreliable for extracting data. Do you have any connections with them?

No, please raise any concerns you may have about this with your contractor.

Do we need to notify the Co-ordination Centre if we need to use January data?

No, you are no longer required to inform us if you need to sample back into January. Instead, please consult the additional guidance document (<http://www.nhssurveys.org/survey/1956>) which contains instructions for including January births in the sample. The survey and sampling instruction manuals have been updated to reflect this change and re-uploaded to the website.

Does the sample need to be checked manually by clinical midwifery staff?

We strongly recommend that, in addition to the checks carried out by the sample drawer using the trust's information system, the sample should also be checked manually by midwifery staff against their own records. This is just in case a patient's record is incomplete or has been incorrectly coded on the information system, and will ensure that all ineligible women are correctly excluded. Please refer to the survey instruction manual for details on the checks that we suggest the clinical midwifery team carries out.

Can we ask midwifery staff to tell us if there are any patients who should be excluded (per the checks e.g. concealed pregnancy, taken into care)? Otherwise this may cause a large delay while waiting for midwifery staff to check the file by hand.

Yes, we would recommend liaising with midwifery staff to identify women who should be excluded. Wherever possible, we strongly recommend that the entire sample is checked by midwifery staff to ensure that all ineligible women have been correctly excluded from the sample. Incorrect samples can cause significant delays to a trust beginning fieldwork, so please bear this in mind when drawing and checking your sample.

How should we identify whether to exclude patients as a result of safeguarding concerns?

Please consult your trust's safeguarding representative as to whether any patients in the sample should be excluded due to being at serious risk of harm by receiving a postal questionnaire.

A copy of the webinar slides are available at: <http://www.nhssurveys.org/survey/1957>.

If you have any further queries, please contact the Co-ordination Centre at: mat.cc@pickereurope.ac.uk or 01865 208 127.