

Summary of NMDS-SC requirements for Local Authorities 2018

Local Authorities have now been advised by the Health and Social Care Information Centre (HSCIC) that they are expected to complete a National Minimum Data Set for Social Care (NMDS-SC) return.

This has been endorsed by OIBD (Outcomes and Information Development Board) which is chaired by ADASS and the Department of Health.

The period for an upload to take place is between **10th September and 12th October 2018**. Skills for Care as the provider of the NMDS-SC is supporting all local authorities to do this.

NMDS-SC Organisational record with the following fields completed:

Please note that if you have CQC regulated services in your LA the structure for these must follow that of CQC.

Type of organisation	This means whether your LA is adults, children's, generic (both)
Type of service provided	This is the main service you provide, this is for per location/team.
Service user group for whom care provided	The users of the services per location/team
Capacity	Dependant on which main service you have selected
Number of service users	Dependant on main service you have selected
Number of staff by job role	Head count by each specific job role
Number of vacancies	Head count of actual vacancies (actively recruited posts only)
Number of permanent and temporary employees starting and leaving in a year	Head count of starters and leavers in the last 12 months prior to completion

NMDS-SC Worker record for at least 90% of workers, with the following fields completed:

Gender	The gender of your worker
Date of Birth	The date of birth of your worker
Ethnic group	Select from a predefined list of ethnicity codes
Main job role	The main job that your worker currently does, select from the list of job roles
Employment status	This is whether your workers are permanent, temporary etc
Contracted hours	The hours that your worker is contracted to work
Sickness	Sickness within the last 12 months or whilst working within your local authority if less than 12 months
Pay	This can either be recorded as annual, hourly or unpaid but must match the salary interval that you select.
Qualifications	Select whether worker holds a social care qualification and highest level also whether they hold a non-social care qualification and highest level

For more information about completing NMDS-SC please contact:

The NMDS-SC Support Service: 0845 873 0129

[Click here](#)¹ to find guidance documents to help you complete NMDS-SC.

Email <https://www.nmds-sc-online.org.uk/contactus/>

¹ <http://www.nmds-sc-online.org.uk/content/view.aspx?id=Local%20Authorities>