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## About the PROMs Provider Extracts

The PROMs Provider Extracts are downloadable files containing provider specific eligible episode and questionnaire data, made available to providers who have registered to gain access to the data and have been authorised to do so by the provider's Caldicott Guardian, due to the downloads containing person identifiable information. The data are updated monthly as the latest data are submitted to NHS Digital.

## What is in the PROMs extracts?

The extracts include all applicable PROMS questionnaire data and HES eligible episodes in the following downloads

- HES Provider Extract
- Groin Hernia
- Hip Replacement
- Knee Replacement
- Varicose Vein
- User Guide

PROMS questionnaire information will only be included where the patient has consented for their information to be shared with their healthcare professionals; extracts contain pre- and post-operative PROMS questionnaires from August 2011, when the new consent model came into effect.

## Accessing the PROMS Provider Extracts

Registered users are able to access PROMs extracts through the NHS Digital Secure Electronic File Transfer (SEFT) service. Access is web-based and requires Java Runtime v1.6 or higher and is accessed at <https://www.seftprod.hscic.gov.uk>.

Due to Information Governance (IG) requirements to protect patient identifiable information and comply with the patient consent model, only 1 employee per organisation can access PROMs data from HSCIC. This employee must be nominated by the organisation's Caldicott Guardian and sign a declaration accepting responsibility for ensuring IG compliance in the entire organisation's handling and use of PROMs and PROMs-related data.

Email [enquiries@nhsdigital.nhs.uk](mailto:enquiries@nhsdigital.nhs.uk) with subject line 'PROMs Provider Access'. We will return to you a registration information sheet and an application form. Once access has been granted, you will receive a monthly email letting you know that the files have been updated, which contains a link directly to the SEFT portal.

## Using the Provider Extracts

### Questionnaire files:

These files include questionnaires completed at the provider and questionnaires relating to episodes undertaken at the provider.

In some cases, there will be questionnaires with a provider code that is not the code of the named provider. These questionnaires will have been completed elsewhere but link to an episode from the provider organisation. This may be because of subcontracting or patient choice.

These extracts contain only questionnaires from August 2011 where the patient gave consent to their data being shared with the clinicians responsible for their care.

### HES episode files:

This file contains details of HES episodes from the provider which are eligible for PROMs. Not all eligible episodes will link to a PROMs questionnaire. Episodes which link to a questionnaire will include the PROMs serial number of the questionnaire to which they link, enabling you to join the HES data to the questionnaire data.

The HES file for the organisation may include duplicate copies of the same episode. There are two reasons for this.

1. A single episode may successfully link to more than one questionnaire. In most cases this will be due to duplicate questionnaires being completed by the same patient for the same procedure
2. A single episode may be eligible for more than one PROMs procedure. This may be legitimate or may be due to a clinical coding error.

### Data Dictionaries

Some fields are self-explanatory, however please refer to the data dictionaries for PROMs and HES at <http://www.hscic.gov.uk/hesdatadictionary>

### Restrictions on use

The data can be used for clinical care purposes such as used in consultations with the patient or included on the patient's case notes. If you are not the named contact for the provider and want to use the data for this purpose but do not know the person at the provider who has access, please contact us and we will let you know who the contact is, or if you need to register for access.

The data sharing agreement also allows the data to be used for other purposes such as comparative analysis once the data has been suitably anonymised. It is therefore fine for the contact to provide you with the data for this purpose once the identifiers have been removed.

Data cannot be shared outside the provider with any other partner organisation.

## How to split the data into columns

The files are pipe '|' delimited text files which can be imported into a database or viewed in Excel. To view the contents correctly in Excel, use the following steps.

1. Highlight the first column 'A'.
2. Select the 'text to columns' option item in the 'data' menu.
3. Choose delimited, then click 'next'
4. Choose 'other' and enter the '|' symbol into the box.
5. Click finish.

1 - Select column 'A'

2

3

4

5

6

**Pipe symbol (SHIFT-backslash on UK keyboards)**

PROMS_SERIAL_NO	PROMS_PROC_CODE	STATUS	STATUS_DATE	CONSENT_GIVEN	CONSENTWH_DATE	CONSENT_EXPIRED	CONSENTWH_C
PH00050324	GH	DECEASED	41514	TRUE	FALSE	19/41514	425752814
PH00050325	GH	Q2RECEIVED	41466	TRUE	FALSE	19/41466	4319660
PH00050326	GH	Q2RECEIVED	41466	TRUE	FALSE	19/41466	4319660
PH00050327	GH	Q2RECEIVED	41466	TRUE	FALSE	19/41466	4319660