

Neonatal Data Set v2.0 Implementation Guidance

Data Alliance Partnership Board

The Data Alliance Partnership Board (DAPB), which holds delegated authority from the Secretary of State for Health and Social Care, has approved a change to an existing information standard for publication under [section 250 of the Health and Social Care Act 2012](#).

Assurance that this information standard meets the requirements of the Act and is appropriate for the use specified in the specification document has been provided by the Data Standards Assurance Service (DSAS) and endorsed by the Data Alliance Partnership Sub Board (DAPSB).

This information standard comprises the following documents:

- Change Specification
- Implementation Guidance
- Requirements Specification.

An Information Standards Notice (DAPB1595 Amd 30/2022) has been issued as a notification of use and implementation timescales. Please read this alongside the documents for the standard.

The controlled copies of these documents can be found on the [NHS Digital website](#). Any copies held outside of that area, in whatever format (e.g. paper, email attachment), are considered to have passed out of control and should be checked for currency and validity.

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1 Overview

1.1 Summary

This document outlines step-by-step how NHS Providers and their system suppliers will need to implement the update of the Neonatal Data Set (NDS) by describing what will be required from them to support this update. This documentation can also be used for new users/suppliers who may need to implement the NDS from scratch.

All details of the update to the standard are contained within the requirement specification and change specification documents referenced in Section 1.3. The change specification highlights changes to or removal of existing data items and additions of new data items. The requirements specification describes details the steps NHS Providers and their system suppliers will need to take to fulfil the update or implement fully as a new user. This document is useful to both new and existing users.

It is important for NHS Providers and suppliers (new or existing) to read through each of the sections listed below. Depending on whether suppliers are creating a neonatal information system from scratch or amending an existing structure, these steps may be implemented in a different order to how they are presented here.

1.2 Scope

The scope of this guidance is limited to NHS providers and their Electronic Patient Record (EPR) system suppliers.

1.3 Key and supporting documents

Ref #	Title
Key documents	
1	NDS Data Specification – Episodic Daily
2	NDS Data Specification – Two Year Follow Up
3	NDS Requirements Specification
4	NDS Change Specification
Supporting documents	
5	Data Quality Assessment

1.4 Glossary of abbreviations

See Requirements Specification.

2 Implementation process

The steps set out below are laid out to help users understand what is required in order to carry out the NDS update. Each section contains information that seeks to support users in implementing the standard fully (or as an update to the previous release) and to engage the right people within your organisation.

It is important to first read through all the steps, as implementation for new users/system suppliers may differ from existing users.

A. Read the Information Standards Notice (ISN)

All users should read the ISN. This is the official notification of the Information Standard, published by the DAPB. It provides an outline of the approved standard and timeframe for compliance. Compliance with ISNs will normally be included in contracts between NHS Providers and their system suppliers.

B. Read the supporting documents outlined in Section 1.3

The order in which these documents are read will depend on whether you are an existing or new user of the NDS.

Both new and existing users must read the Data specification as this gives a detailed list of the NDS items including all updates. The NDS Data specification contains information on:

- Data items contained within the NDS, both pre-existing and new items are detailed here. Amendments to existing items will also be captured here
- The data model outlining the structure of the current data capture
- New and existing users must comply with the details set out in the NDS Data specification.

Existing users may wish to read the Change Specification document first. The change specification document contains essential information on how the NDS has changed. This is especially important for suppliers to understand what will need to be built-in to new systems or adapted in existing ones.

It is advised both new and existing users of the NDS, read the Requirement Specification. The Requirement Specification defines the standard, details the actions required to ensure compliance and provides additional guidance to support providers of Neonatal Services to implement the NDS update v2.0.

For additional information regarding how patients data will be used and how this is communicated, please see the Neonatal Data Analysis Unit (NDAU) website:

- [Neonatal Data Analysis Unit Privacy notice | Faculty of Medicine | Imperial College London](#)
- [Information for patients and carers | Faculty of Medicine | Imperial College London](#)
- [Opting-out of your baby's data being included in the National Neonatal Research Database | Faculty of Medicine | Imperial College London](#)

C. Identify and discuss implementation with stakeholders

It will be essential to engage with internal and external stakeholders who are involved with any or all aspects of data collection, recording and submission.

This will likely include (but is not limited to):

- Clinical neonatal teams
- Multi-disciplinary teams and co-ordinators
- Data administration staff and managers

- Neonatal network managers
- IT departments
- EPR system suppliers

If you have a commercial system, you will need to speak with your supplier to confirm the timescale for any necessary changes to the management system you use. In most cases these changes will be part of your SLA.

D. Plan how you will implement NDS v2.0

Implementation of the new version of the standard will take place during a 6 month period starting 1 June 2022 and ending 31 October 2022. In order to ensure compliance with the NDS update within the timescale outlined above, you will need to:

- Review your systems (software), this may include things like:
 - Checking whether any of the new or amended data items in NDS v2.0 are already recorded electronically within your Trust or organisation
 - Checking what changes are required to meet the amendments or new items
- Review your processes, for example:
 - Are there additional training needs?
 - Is there additional clinical system access required?
 - Ensure you have clear mapping documents with your IT/system supplier
- Review your data collection, this may include things like:
 - Making users aware of the new items which they will not have had to collect previously
 - Where necessary, review audit tools with EPR suppliers to ensure completion of new and existing items meet the new requirements on an on-going basis (in time for quarterly submissions; on the 16th January, April, July and October)
- Review implementation before the end of the implementation period to address any problems that arise when reviewing the above areas

Should you have any questions regarding implementation of the NDS update, please do contact us at: ndau@imperial.ac.uk