

NHS Grampian Shielding List, Version 2.0. -- Accompanying Information to dataset.

Explains aim of study, research questions/hypotheses, methods & processes. i.e. administrative information

Free Text Term	Description	Information
Overview		
Title	A name given to the resource.	NHS Grampian Shielding List
Subtitle	The secondary name given to the resource	Not applicable
Identifier	An unambiguous reference to the resource within a given context, e.g. ISBN DOI URN	No Permanent Identifier
Description	An account of the resource. (Description may include but is not limited to: an abstract, a table of contents, a graphical representation, or free text.)	A list of Grampian residents with pre-existing medical condition(s) who are considered particularly vulnerable and therefore face an increased risk of harm from contracting Covid-19. The people on the shielding list were all advised to self-isolate. The list includes all residents who were shielding from 30th March to 4th May, and is based on the list provided by Public Health Scotland on 4th of May.
Type	The nature or genre of the resource.	Dataset
Version	Give the version e.g. Version 2.0 and a very brief overarching description of the changes since the last version, e.g. dates of coverage expanded from X to Y.	Version 2.0
Language - free text	A language of the resource.	English
References to related projects- Name	Give name of projects related to this project.	Not applicable
References to related projects- DOI	A related source. Give ISBN DOI URN URI	Not applicable

Access Conditions		
Confidentiality	Has the data collection been anonymised? State any confidentiality issues concerning this data collection.	Yes -- CHI (Community Health Index Number), Postcode, full residential address removed by DaSH (Grampian Data Safe Haven) team before researcher was sent the dataset.
Embargo?	Is any of the information in the project or dataset subject to an embargo? If so please give details of the files affected, the duration of the embargo from date yyyy-mm-dd to yyyy-mm-dd, and the reason for	No
Licences	Information about rights held in and over the resource.	Closed access, No license assigned.
Citation information	Give details of how you would like this project to be	National Health Service Grampian Health Intelligence (2020). <i>NHS Grampian Shielding List, Version 2.0</i> .
Ethical approval	Is the data subject to ethical approval? If so, give details.	Yes
Commercial constraints	Is the data subject to commercial constraints? If so, give details.	Cannot be used for commercial purposes
Sensitive	Is the information sensitive? E.g. Animal, tobacco, security, GMO, stem cell.	Yes

Scope & Coverage		
Time Periods	The spatial or temporal topic of the resource, the spatial applicability of the resource, or the jurisdiction under which the resource is relevant.	2020-03-30/2020-05-04
Geographic coverage	The spatial or temporal topic of the resource, the spatial applicability of the resource, or the jurisdiction under which the resource is relevant.	Grampian Health Board Area, Scotland, United Kingdom
Keywords	The topic of the resource.	COVID-19, NHS, Shielding, Vulnerable, Grampian, Self-isolate
Topics - LC Authorities	Subject headings from the Library of Congress Authorities	COVID-19 (Disease) -- Great Britain. National Health Service -- NHS Grampian-- Grampian (Scotland)
Topics - MESH	Subject headings from the US National Library of Medicine	
Topics - ICD	International Classification of Diseases	COVID-19

Producers & Funders - please repeat lines for each individual		
Creator	An entity primarily responsible for making the resource.	National Health Service Grampian Health Intelligence
Creator -Organisation	Organisation that creator is from	National Health Service Grampian Health Intelligence
Creator Orcid ID	Provide Orcid ID for the creator.	Not applicable
Contributor	An entity responsible for making contributions to the resource [Surname, First Name]	Beech, Nicola
Contributor - Role	Role the contributor played. Use Casrai terms.	Data curation
Contributor-Organisation	Organisation that creator is from	National Health Service Grampian Health Intelligence
Contributor - Orcid ID	Provide Orcid ID for the contributor.	Not applicable
Funders	Those who contributed money to support the project.	Not applicable
Grant Numbers	Provide the grant number	

Primary Contact Name	Provide the name of the person best contacted about queries regarding the project	Beech, Nicola
Primary Contact Email	Provide the email of the person best contacted about queries regarding the project	nicola.beech2@nhs.scot

Collection Methodology		
Collection Methodology	Overview of methods used to collect data, e.g. instruments, hardware, sampling design and procedure. If this is given in a different document on the project website simply provide a link. Target population.	(Please also refer to the documents listed below in the 'Overview of Files' section given below.) People were added to the list in two different ways: central searches or local searches. Method used for central searches: https://www.hps.scot.nhs.uk/web-resources-container/covid-19-search-criteria-for-highest-risk-patients-for-shielding . Methods used for local searches: Searches were carried out by GPs and hospital consultants using spreadsheets and databases available to them (VISION, EMIS, TrakCare, spreadsheets held in departments). On 30th March NHS Grampian received the first file from Public Health Scotland listing all Grampian residents who were shielding. A few weeks later GPs and consultants were able to see who was already on the shielding list through a shielding alert rolled out to GP Systems (VISION and EMIS) and TrakCare. Around week 7 a second national algorithm was run to add further people to the list: this included those who had had organ transplants or a splenectomy.
Name of Sources data originate from	Name of a related resource from which the described resource is derived. Repeat fields as necessary.	Public Health Scotland file*, Vulnerable Shielding patients database (SQL)
Identifier for Sources data originate from	Permanent identifier for the related resource from which the described resource is derived.	Not applicable
Collection Notes	Give details of any further anomalies within the collection procedure or any points of note not already given above.	* Public Health Scotland file is the curated file including patients identified through central and local searches provided to Health Boards weekly (then fortnightly from around August). This is a subset of the vulnerable shielding patients database.

Processing procedures		
Processing procedures - data editing	Give an overview of data editing procedures	Matched CHI with name. -- Sequel database created with tables
Processing procedures - coding	Give an overview of coding used	Not applicable.
Code Book File Name	Include the codebook for any script used.	Not applicable.
Link to Code Book	Provide name of website where Codebook is stored and URL.	Not applicable.
Modifications	Describe modifications made to data over time since their original creation and identify different versions of datasets	For this dataset please see the description field and the methodology field.
Processing notes	Provide any information about anomalies or points to note.	For this dataset please see the description field and the methodology field.

Quality assurance		
Quality assurance procedures	Describe how the quality of the data has been assured, e.g. checking for equipment and transcription errors, quality control of materials, calibration procedures.	The CHI, forename, surname and date of birth for each new local instruction for the addition or removal from people on the list is checked against records held in TrakCare to ensure that they match those details recorded on TrakCare. Differences in recording middle names and maiden names have required manual checks.

Overview of the files provided on project site

Data Collection Description

Data File Name	Data File Format	Data File Size (Bytes)	Contents of Data File

Accompanying Documentation Description

Document File Name	Document File Format	Document File Size	Contents of document File
HPS_covid-19-search-criteria-highest-risk-patients v4.0 11 May 2020.pdf	PDF	517 KB	
Identification and data process guide (1).docx	Microsoft Word	44 KB	
Sheilding_Information Flow 04052020.pptx	Microsoft Powerpoint	49 KB	

Variable Names

Category	Variable Name	Description	Unit of measurement	Data Format	Range	Code or classification scheme used	Treatment of missing and suppressed values	Weighting [Yes/No]	Weighting details	Anomalies	Comments	Variable_name_origin	Data_Supplier	Source of data
Identifier	CHI	Patient CHI (Community Health Index Number)	Not applicable	Integer	Not applicable	Not applicable	Not applicable	No	Not applicable		Was removed by Grampian Data Safe Haven as part of the anonymisation process. This part of the data set will be note accessible for researchers	Public Health Scotland (PHS) term	National Health Service Grampian Health Intelligence	Public Health Scotland (PHS)
Geography	Postcode	Patient postcode	Not applicable	Character	Grampian postcodes	Postcode Address File (PAF)	Not applicable	No	Not applicable		Was removed by Grampian Data Safe Haven as part of the anonymisation process. This part of the data set will be note accessible for researchers	Public Health Scotland (PHS) term	National Health Service Grampian Health Intelligence	Public Health Scotland (PHS)
Geography	Address	Patient address	Not applicable	Character	Not applicable	Not applicable	Not applicable	No	Not applicable		Was removed by Grampian Data Safe Haven as part of the anonymisation process. This part of the data set will be note accessible for researchers	Public Health Scotland (PHS) term	National Health Service Grampian Health Intelligence	Public Health Scotland (PHS)
Identifier	Full Name	Patient full name	Not applicable	Character	Not applicable	Not applicable	Not applicable	No	Not applicable		Was removed by Grampian Data Safe Haven as part of the anonymisation process. This part of the data set will be note accessible for researchers	Public Health Scotland (PHS) term	National Health Service Grampian Health Intelligence	Public Health Scotland (PHS)
Health	group	Cohorts of patients based on pre-existing morbidity.	Not applicable	Integer	1 to 7	1. Solid organ transplant recipients, 2. People with specific cancers, including those with recent or active chemotherapy, immunotherapy, radiotherapy, bone marrow transplant; or with a haematological malignancy. 3. People with severe chronic respiratory conditions (Asthma, COPD, CF) 4. People with rare diseases and inborn errors of metabolism. 5. People on immunosuppression at levels substantial enough to increase their risk of infection and poor outcomes with infection. 6. People who are pregnant with significant heart disease. 7. People identified by healthcare professionals as being at high risk for other reasons	Not applicable	No	Not applicable	Each person was coded with reason for shielding. More than one code could be used per person so a person can appear multiple times in the resulting list.	Method used for central searches: https://www.hps.scot.nhs.uk/web-resources-container/covid-19-search-criteria-for-highest-risk-patients-for-shielding/	Public Health Scotland (PHS) term	National Health Service Grampian Health Intelligence	Public Health Scotland (PHS)
Health	gpcode	Determined by Public Health Scotland from the CHI Register	Not applicable	Integer	Not applicable	National system of GP Practice codes	Not applicable	No	Not applicable			Public Health Scotland (PHS) term	National Health Service Grampian Health Intelligence	Public Health Scotland (PHS)
Health	gpname	Determined by Public Health Scotland from the CHI Register	Not applicable	Character	Not applicable	Not applicable	Not applicable	No	Not applicable			Public Health Scotland (PHS) term	National Health Service Grampian Health Intelligence	Public Health Scotland (PHS)
Geography	localauthority	Local Authority as determined by PH Scotland.	Not applicable	Character	Not applicable	Not applicable	Not applicable	No	Not applicable		It is likely that localauthority has been determined from the CHI register, based on GPCode that the patient is registered with. This may not match the local authority of residence (based on postcode of residence).	Public Health Scotland (PHS) term	National Health Service Grampian Health Intelligence	Public Health Scotland (PHS)

Geography	hbres	Health Board of Residence as determined by Public Health Scotland.	Not applicable	Character	Not applicable	Not applicable	Not applicable	No	Not applicable		Providing an address for the resident to Public Health (PH) Scotland was not mandatory until 18th May, although during April this was done for some cases using the address and postcode held on TrakCare. We were advised that Public Health Scotland that they would use the address provided by us in preference to the address they could obtain from the CHI Register. It is likely that Health Board of residence has been determined from the CHI register, based on GPcode that the patient is registered with.	Public Health Scotland (PHS) term	National Health Service Grampian Health Intelligence	Public Health Scotland (PHS)
Identifier	batch	Number field of weekly batches. Used by PHS to identify when people were added to the list. Includes all those added by hand locally in Grampian. Normally a person is added from the NHS Grampian submission to the PHS records within a few days. However, if there are local queries about individual cases, a set of new people from the same source (individual GP or hospital consultant) could be held back from being sent to PHS until resolved. In this case the batch week could be over a week later than the date a person was added to the list by a GP or hospital consultant.	Not applicable	Integer	1 to 6	Not applicable	Not applicable	No	Not applicable		In April there was found to be a big issue with people added to the list in error though a local database query for treatment for lung cancer. This cohort of false positives were identified locally using further queries, checked against all other files to ensure that they were not listed for another cancer, or any other group, and those purely listed in error for lung cancer treatment were sent to PH Scotland for removal. They were subsequently removed from the list if they did not have lung cancer. The RemovalDescription is "false positive lung cancer" for these cases.	Public Health Scotland (PHS) term	National Health Service Grampian Health Intelligence	Public Health Scotland (PHS)
Flag	DuplicateFlag	Refers to a duplicate CHI	TRUE/FALSE	Boolean	0 to 1	1=False, 0=True: i.e. use "= 1" to select unique patients	Not applicable	No	Not applicable			Public Health Scotland (PHS) term	National Health Service Grampian Health Intelligence	Public Health Scotland (PHS)
Health	Removal	See notes given under data collection. Removal means complete removal of person from list. It does not mean removal of person from one category only. PHS	Not applicable	Character	Not applicable	R = "removed"; blank = "shielding", as at 4th May 2020	Not applicable	No	Not applicable			National Health Services (NHS) Grampian term	National Health Service Grampian Health Intelligence	National Health Services (NHS) Grampian
Health	RemovalDescription	Basic removal description provided	Not applicable	Character	Not applicable	Free text	Not applicable	No	Not applicable			National Health Services (NHS)	National Health Service	National Health Services
Health	Removal_Date	Public Health Scotland do not return a removal date to NHS Grampian so the Removal_Date is taken from the local system when a removal was instructed. Hospital consultants and GPs were not advised to notify deaths of patients to the NHS Grampian shielding team, as this information is available from TrakCare. The removal_date therefore is not related to the deceased_date.	YYYY-MM-DD	Date	2020-03-30/4	Not applicable	Not applicable	No	Not applicable			National Health Services (NHS) Grampian term	National Health Service Grampian Health Intelligence	National Health Services (NHS) Grampian
Health	Removal_Reason	A combination of two free text fields sometimes completed when a local removal	Not applicable	Character	Not applicable	Free text	Not applicable	No	Not applicable		Removal date from local requests	National Health Services (NHS) Grampian term	National Health Service Grampian Health	National Health Services (NHS) Grampian