As is Open Data Service

ODMS Publishing Journey
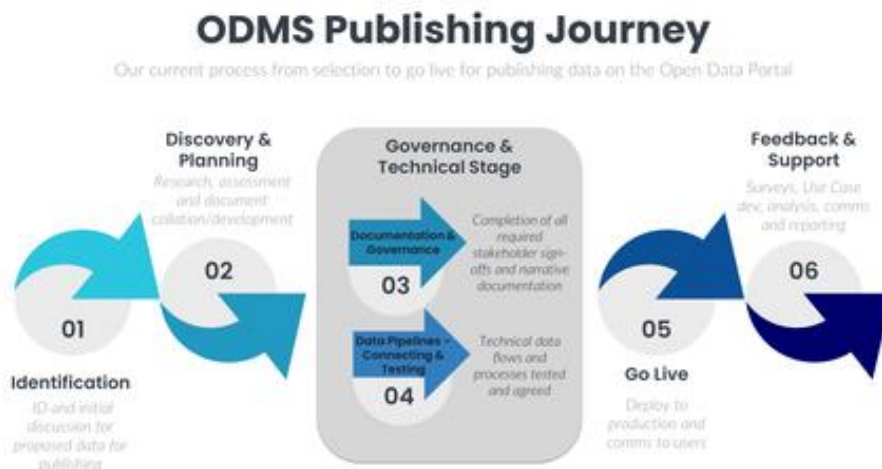Our current process from selection to go live for publishing data on the Open Data Portal

ODMS Background

By making more data open we can create social value, by helping others innovate, and help reduce demand on NHSBSA service areas.

Our approach is based around the following six principles, which align with work across the wider health and care system:

·   NHSBSA data will be open by default.

·   Proactive data publication.

·   Make data accessible and easy for all.

·   Demonstrate value and impact of Open Data.

·   Grow Open Data through partnerships.

·   Promoting innovative use of Open Data.

To support this ambition the Data Services team within DDAT run the Open Data Portal (ODP). The vision is for the Open Data Portal to be the home of open data for the NHSBSA.

To make it easier for all parts of the NHSBSA to use the Open Data Portal, a managed service has been introduced. This enables NHSBSA teams and directorates to understand Open Data, how and why they should publish and to enable the technical solution for publishing. High level steps involved for this can be seen below.

Identification

Four entry routes have been identified for contacting the Open Data Portal team to start the process of publishing data on the ODP.

- Online form
- Direct contact from business area to ODMS
- Direct contact from ODMS to business area
- Third party connections such as Data Business Partners, Regional Partnership Leads etc

During this stage the business area and the Open Data team have an initial meeting to scope out their requirements for publishing data via the ODP.

## Discovery & Documentation

Discovery & Planning

There is a tailored check list that will be provided by the Open Data team to the business area following their initial meeting with some feedback from the Open Data team on what is needed to progress and an invite to a follow up meeting for planning.

This could include sharing of relevant documentation or highlighting the need for key information to progress to the next stage (data dictionaries, guidance, high level information on the data).

The Open Data team will agree a Terms of Reference (ToR) including provisional timelines (with what we know at this point in time), the resource available from the business area and the responsibilities between the Open Data Team and the

business areas agreed single point of contact (SPOC). This will also include agreement to share test data (where possible).

- [Open Data Portal - Publish data request (office.com)](#)

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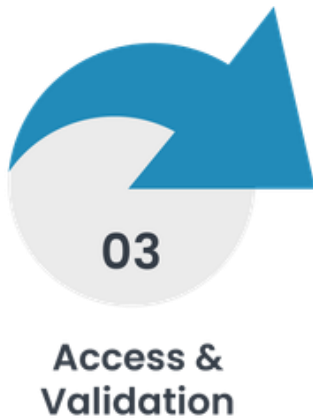
Access & Validation

Access and Validation (Documentation and Governance)

From ODP side - help or get the Statistical control and IG signoff. Review and support the business area with the production of guidance, meta data and explanations around the data

From the business side - ensure all stakeholders are happy with data and sign off what has been assured. Lead on the production of documentation, meta data and explanations. Confirm timelines around the release of data

Connecting & Testing

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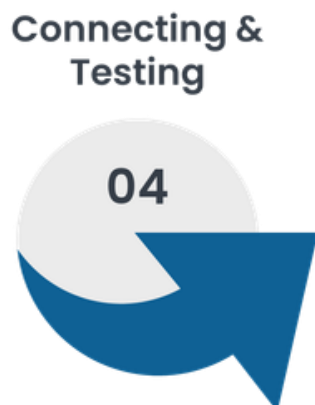
Data Pipelines - Connecting & Testing

ODMS technical team member and business area domain experts meet to scope the data flow.

- Scoping data locations
- Agreeing steps to test if the data pipelines work
- Agreeing the data delivery process implementation
- ETL - Creation of bespoke Alteryx workflow
- Carry out a test on the technical solution once everything is in place

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Go Live

Flowing data to the staging area and putting the narrative and guidance documents for public to view alongside the data.

Final meeting with the business area to demo their data on the ODP and review the guidance etc.

Date agreed for go live - ODP team implement the data plan, making this data available on the Open Data Portal.

Feedback & Support

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Will provide the relevant business areas with their usage statistics. If a communications plan has been agreed as part of the overall piece of work then will share the impact of this.