

# A Guide for Using the Quality and Outcomes Framework (QOF) Benchmarking Tool with Primary Care Trust (PCT) Data. April 2007.

## 1) Obtaining the data.

### 1a) The QOF data.

All the QOF-related data are held on a national computer system - the Quality Management and Analysis System (QMAS). This can be found at <https://nww.qmas.nhs.uk>  
To view the data for your PCT you will require a username and password. For more information contact your PCT QMAS User Registration Administrator.

### 1b) Practice Details.

The benchmarking tool requires each practice population to be broken into the following thirty-one age groups for both males and females:

00	01	02	03	04	05-06	07-09	10-12
13-14	15	16	17	18	19	20-24	25-29
30-34	35-39	40-44	45-49	50-54	55-59	60-64	65-69
70-74	75-79	80-84	85-89	90-94	95-99	100+	

This data can be acquired from any source known to the PCT – Doncaster PCT has used the Exeter Patients Download (adjusted to include non-residents).

The practice addresses can be obtained directly from local sources. It does not matter if any of these details (for example "Address Line 3") are left blank.

The practice deprivation score uses 2001 Census data, which are freely available. However, this statistic can take a while to calculate, so until then each practice can be given a deprivation score equal to that of its Local Authority (LA). The LA details can be found on the practice data sheet, on cell F4. This has the effect of bypassing all deprivation adjustments at practice level.

The practice deprivation scores can be calculated by the following methodology:

**Step 1:** Ensure that all patients listed on the relevant patient register have a 2001 Census Output Area, linked either from the postcode or from the address using a geographic reference file. This may not be possible for patients living out-of-area as the patient registers are geographically based. If output areas are not available for out-of-area populations then the deprivation score may need to be calculated only on those within the area covered by the practice register - a judgment should be made as to whether it is safe to assume that the out-of-area population and within-area population for a practice are equally deprived.

**Step 2:** Compute the proportion of each OA's population registered with each practice. This will form a cross-tab, with the values summing to 1 for each OA.

**Step 3:** Obtain the 2001 Census data for Univariate Table UV067 - Classification of Household Deprivation, at Census output area level for the local authority area(s) being studied. See the annex for more information on this step.

**Step 4:** Aggregate up to practice level the fields of Table UV067 (UV0670001, ..., UV0670005) using the proportions obtained in step 2.

**Step 5:** Calculate the percentage deprivation score for each practice based on the aggregated data using the below formula. This will produce a statistic for each practice within the range 0 to 1.

$$\frac{UV0670003 + (2 \times UV0670004) + (3 \times UV0670005) + (4 \times UV0670006)}{4 \times UV0670001}$$

## 2) Inputting the Data (where to put them).

Firstly note that whilst the spreadsheet can in theory hold the details of 354 practices, it has not been tested with more than 94 practices. The more practices that are included, the larger the file will become. If it becomes too large then it is advisable to split the practices up into two or more copies of the spreadsheet.

### ***“data”:***

Column B is for a practice's unique identifier – normally the practice code.

Column C is for the name of the senior partner. Along with column B, this appears on the results page.

Columns D to H contain the practice address. It does not matter if these are left blank.

Column I is for the practice's UV67 score – please note that this is in the range 0 to 1, not 0 to 100.

Columns J to BS are for the population details. Please note that the female population is given first, then the male population. Null values should be given as zeros.

Columns BU to BX are calculated when the 'Update all the files' button is pressed, so can be left alone.

Columns CB to CT are for the QMAS data on prevalence.

Columns CV and CW are for inputting Diabetes data from <http://www.yhpho.org.uk/viewResource.aspx?id=7>

Columns CY onwards contain the rates used to calculate the expected prevalence – they can be alone.

### ***“data2”:***

Columns G onwards are for the QMAS data on performance and exceptions. The top two rows automatically update, and contain the information needed to calculate expected numbers.

### ***A note on inputting the QMAS data:***

For the new version of the Benchmarking tool only submissions data need to be downloaded from QMAS – information on exceptions can be derived from this.

The process of downloading the data is time consuming, and at the moment there is no way of speeding this up. However, there is in the spreadsheet an option for automatically importing the data once downloaded.

Details of the processes involved are given in the annex. Alternatively you can paste in the data by hand.

### ***Key statistics:***

There are some important statistics on both the data sheet and the data2 sheet. These have been labelled 'key statistics'. The only one that will need to be changed is 'number of practices' on sheet "data" cell F1.

## 3) Updating the Files and Other Features.

Once all the relevant data have been inputted, there are various buttons on the two data sheets for updating the files. Their (approximate) positions are:

# Update the prevalence files: sheet "data" cell D2

# Update the exception & performance files: sheet "data2" cell B2

# Update the QMAS figures: sheet "data2" cell A28.

# Hide this sheet: sheets "data" cell E4 and "data2" cell A5. Each will hide the sheet on which it is placed.

**Saving:** Due to the security-macros involved, you will be presented with the "Save As" dialogue box every time you save the file.

### **Troubleshooting:**

***'The auto events of the graph don't work':*** These can sometimes become accidentally disabled. Hiding the graph and then showing it again should re-enable the events.

***'There is no information for PC2':*** The electronic information held on this indicator is not of use within the tool, so is not used.

***'I closed the Excel file, but the QOF Analysis tab hasn't gone':*** The tab will stay on all excel programs until the next time Excel itself is closed. It can be safely ignored.

## Annex.

### Details of “step 3” – obtaining 2001 census data:

The data as defined in this step were obtained via SASPAC, a Census data interrogation software package. Alternatively, the same data are available from the following website:

<http://www.neighbourhood.statistics.gov.uk/dissemination/>

It has the following definitions:

UV0670001 is “All Households”

UV0670003 is “Household has selected characteristics in 1 dimension”

UV0670004 is “Household has selected characteristics in 2 dimensions”

UV0670005 is “Household has selected characteristics in 3 dimensions”

UV0670006 is “Household has selected characteristics in 4 dimensions”

When on the website the data can be obtained by following the following steps:

# Choose 'view or download data by topic'

# Expand '2001 Census: Census Area Statistics', select 'Households by Selected Household Characteristics (UV67)' and click 'Next'

# Select 'Download' and click 'Next'

# Select your region and click 'Next'

# Select Excel or csv format

This will open up a zip file: the largest file will end with '\_OA' and contains all the UV67 data at output area for your region.

### Details of downloading and importing data from the QMAS website:

Login to the QMAS home page – for this you will need a username and password.

Under the title “Reporting” click on “Current and Forecast Achievement”.

Under the title “Domain” click on “Clinical” (note: you must click on the text, not the arrow)

Click on the title of the clinical domain that you want to view data on (again, click on the text not the arrow).

Click on the arrow next to the indicator that you want the practice details of.

Click “Save as CSV”.

Type in the relevant file name using the following requirements:

# That the name of the prevalence indicator matches with that given in cells CB5 to CT5 on the data sheet.

# That the name of each non-prevalence indicator matches with that given in row 3 on the data2 sheet.

#### Notes:

# For each indicator only one download is needed – the exceptions file is not currently required.

# Prevalence indicators are always the top indicator listed (per clinical domain) on QMAS. Non-prevalence indicators are everything else. At the moment there is only one prevalence indicator per clinical domain.

# The downloaded CSV files should not need to be altered or formatted.

# All the files must be within the same folder.

To import the data select “Import QMAS data” from the QOF Analysis tab, then follow the instructions.

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