

Message from the Patient Survey Co-ordination Centre: Inpatient Survey 2016

This is the fifth bulletin about the Inpatient Survey 2016. If you need a copy of any previous bulletins please see: <http://www.nhssurveys.org/surveys/938>

Treatment function codes

As you may have already seen in the instruction manual, we have now received approval to collect treatment function codes for this year's survey. We hope that this will help you to more accurately identify ineligible service users when drawing your sample, as well as providing more precise information when analysing your results.

Make sure to split sample and mailing data

In the trust webinar we discussed possible changes to the way you send data to your approved contractor. Please note that we have not been able to make these changes for this year's survey. You will need to separate your sample and mailing data in the normal way, before you send anything to your contractor. Names and addresses must not be sent to your contractor in the same file containing the patients' sample data.

Survey documents updated

Minor amendments have been made to instruction manuals and sampling handbooks for the survey, including a more complete list of ineligible treatment function codes in the sampling handbooks. Please make sure you have the most recent versions of these documents: <http://www.nhssurveys.org/surveys/952>

Are you working with an approved contractor?

If you haven't already, please send us an email (ip.cc@pickereurope.ac.uk) to let us know which approved contractor you have decided to work with on the 2016 inpatient survey. It is essential that we receive this notification **by 1st August 2016** so that we can make necessary arrangements for the survey.

The sample declaration form can now be completed electronically. If you wish to use this online option, you will need to provide us with the names, email addresses and telephone numbers for the person who will be drawing the sample and your trust's Caldicott Guardian. Otherwise, a hard copy of the sample declaration form will need to be submitted, as usual.

Are you conducting the survey in-house?

If your trust is going to be conducting the survey in-house please can you contact us with an address to which CQC flyers can be delivered.

In the meantime, if you have any questions please contact us on ip.cc@pickereurope.ac.uk or 01865 208127, and a member of the team will be happy to help.

Kind regards,

The Patient Survey Co-ordination Centre