

## **Frequently Asked Questions for the Disabilities returns including:**

- **The Deaf and Hard of Hearing (SSDA910) return**
- **The Blind and Partially Sighted (SSDA902) return**

For the collection period April 1<sup>st</sup> 2007 to March 31<sup>st</sup> 2008

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**The aim of the Disability guidance and FAQ document is to ensure consistent recording of data across all CSSRs in England when completing the Disability returns.**

### General Disabilities Questions

1. Q) What information does the Information Centre for health and social care collect?

At the Information Centre for health and social care we collect 2 disabilities returns.

- The **SSDA902** collects information on the number of people registered as Blind and Partially Sighted.
- The **SSDA910** collects information on the number of people registered as Deaf and Hard of Hearing.

2. Q) Why do councils have to maintain a register of persons with a disability?

Under section 29 of the National Assistance Act of 1948 councils are required by law to compile and maintain classified registers of "persons who are blind, deaf or dumb and other persons who are substantially and permanently handicapped by illness, injury or congenital deformity"; for the purposes of planning and providing appropriate social services. Registration by service users is entirely voluntary, and is not required as a condition of receiving services from councils. However councils are still required by law to keep a register, and return information on the registers centrally.

3. Q) Do you collect information on those with physical disabilities?

The Department of Health used to collect information on the number of people who were registered as physically disabled, which was published at council level. This was last collected in 1993. The collection of this information was discontinued as registrations were found to be an inaccurate reflection of the actual number of people with disabilities. Unfortunately, we do not have any website address for the 1993 statistics, however, a hard copy can be provided on request. Statistics on physical disability are now being collected by The Department of Work and Pensions (DWP).

4. Q) How do we record people living outside our council area?

You should include all people who are registered on your councils register, even if they do not live within your council's jurisdiction. If certain people live outside your council's area, you can encourage them to re-register with the council in which they now live. However until this is the case, you must still include them in your return. If they do re-register with their new council, it will be the new council's responsibility to include them on their return.

5. Q) We do not have the D.O.B. of a service user/s how should we record them?

For service users where you do not have their date of birth, just include them in the 'all ages' or 'total' cells, i.e. you will not be putting them in an age band, but they will be captured in the return. You must make a note of this on the return when prompted.

6. Q) Do I count everyone on our council database or only those that are registered?

Only those that are registered (included on the register) with your council should be included. Although this may under represent the number who have a disability, the returns are only concerned with the **registration** of people with a disability.

7. Q) How reliable is the data collected?

The data accurately shows the number of people on the register. This register however is voluntary. As such the figures should be used as a lower bound for the actual numbers of people with a disability.

The Department of Health advises the figures in the reports to be used and interpreted with care. The registers are voluntary and there is some uncertainty about the regularity with which councils review and update their records. Where councils have not reported any figures there is no estimation of missing data and so the total figure for England is likely to be an understatement. Councils should note that this is a statutory return, and as such data should be submitted centrally.

8. Q) Who is responsible for the registration of service users?

The service user is responsible for their own registration.

9. Q) How often are the returns collected?

The disabilities returns are triennial, meaning they run on a 3 year rolling cycle, which includes one year when there is no collection. The SSDA902 was last collected in 2005/06 and would usually be scheduled to be collected in 2008/09, but this has been brought forward to 2007/08. The SSDA910 was last collected in 2006/07 and is due to be collected next in 2009/10.

After this current collection 2007/08 a review of both disability returns will be carried out before the next collection period.

10. Q) Where can I get the latest information?

All the latest disabilities returns, as well as all returns collected by the Information Centre are published online at <http://www.ic.nhs.uk/statistics-and-data-collections>. These can be viewed and downloaded, for free, by all.

The latest Disabilities publications can be found at:

Deaf and Hard of Hearing (SSDA910) 2006/07 –  
<http://www.ic.nhs.uk/pubs/regdeaf07>

Blind and Partially Sighted (SSDA902) 2005/06 –  
<http://www.ic.nhs.uk/statistics-and-data-collections/social-care/adult-social-care-information/people-registered-as-blind-and-partially-sighted-triennial-2006-england>

## Questions on the SSDA902 Return: People Registered Blind and Partially Sighted

### 11. Q) Does a second disability need to be registered?

The service user's second disability does not need to be registered as long as the council are aware of it.

### 12. Q) If a service user is registered as partially sighted then changes to blind during the course of the year, how should these be recorded?

The service user should only appear in either column 1 or column 3 but not both. The appropriate column will be the one applying to the most recent registration in the year i.e. the status as at 31<sup>st</sup> March 2008. However, they should appear in both columns 2 and 4 if they were new registrations in both categories during the year.

### 13. Q) How do we record service users with more than one additional disability?

When completing tables 2 and 3 there should be no double counting. A service user may only be entered in one row of the appropriate table. In the case of a single additional disability the choice is straight forward.

In the case of multiple disabilities it is suggested that additional disabilities including deaf/hard of hearing are prioritised over mental health/learning/physical disabilities.

If for example a service user was blind/severely sight impaired with additional disabilities they would be counted in table 2. If the additional disabilities of this service user were 'mental health problems' and 'deaf with speech' they would go into the row relating to 'deaf with speech'.

If the multiple disabilities do not include any kind of hearing loss then the first relevant row should take priority. If for example the service user had learning and physical disabilities they should be placed in learning disabilities as they appear first in the table.

## Questions on the SSDA910 Return: People Registered Deaf and Hard of Hearing

14.Q) Do we record the Deaf/Blind in the SSDA910?

All combinations of deaf, blind, partially sighted and hard of hearing count as deafblind and should be excluded from the deaf and hard of hearing return (SSDA 910) if they have previously been recorded on the blind and partially sighted return (SSDA902).

15.Q) Should *both* people who are **deaf with speech** and **deaf without speech** be included in the 'deaf' column?

Yes.

## Completing the Returns

### 16.Q) Where do I complete the return?

Both returns are completed and submitted via the online Omnibus Survey tool, which can be found at

<http://www.omnibus.nhs.uk/omnibus>

### 17.Q) What is my Logon Account and Password?

Your Logon Account and Password can be obtained and reset through your contact at the Information Centre

If at any point you need your password resetting please contact Trina Cheung at [disabilities@ic.nhs.uk](mailto:disabilities@ic.nhs.uk)

**If you have any more queries that are not answered here or by referring to the relevant Disabilities Guidance, please do not hesitate to get in touch with us using the contact details below.**

## Contact Us

Any CSSR staff who require advice regarding SSDA902 or who have questions on issues relating to the content and coverage of these returns are invited to contact the SSDA902 helpdesk at The Information Centre [disabilities@ic.nhs.uk](mailto:disabilities@ic.nhs.uk).

Further information on the SSDA902 return is also available via the IC's website at: <http://www.ic.nhs.uk/our-services/improving-social-care-information/social-care-collections/collections-2008>

The person responsible for SSDA902 is:

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### **For all enquiries regarding this return please contact:**

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Note: We would welcome comments on this return.

Please send any comments to: [disabilities@ic.nhs.uk](mailto:disabilities@ic.nhs.uk)

(We are asking for comments via e-mail as this makes it easier to collate them)