

## National Minimum Data Set for Social Care (NMDS-SC)

Please be advised that information on staff that is routinely obtained at the time of appointment is shared with Skills for Care (the Sector Skills Council). You have the right to withhold consent to the sharing of information that personally identifies you.

This information is collected as part of the “National Minimum Data Set for Social Care”. This is a workforce planning initiative developed for the Department of Health by Skills for Care (the Sector Skills Council), to raise the profile and resource needs of the social care sector.

This information is really important, as it allows Skills for Care to understand which types of workers work where, their current capacity and skills, and their future skills needs. It also provides Enfield Council with very useful data to help plan for the future and develop the social care workforce, by providing comparison with other boroughs and other social care employers.

The NMDS-SC seeks data on an individual employee’s gender, ethnic group, date of birth and any disability they may have, together with some specific questions on their job role, pay and training. In addition the information sent to Skills for Care identifies individuals in the data-set by their National Insurance number and home post-code, however names, addresses and contact details are not included. This information is needed to ensure that there is no double-counting, and allows data to be collected on distances travelled to work and movement between employers.

Only anonymised and aggregated data is published. This includes information on numbers and types of independent and statutory sector care services, their size, the services they provide and their workforce demographics (age, ethnicity etc).

The Data Protection Act 1998 places a duty on employers to protect the personal information of their employees. Please be reassured that none of this personally identifiable data will be published. Data is transferred using secure data transmission software that is provided by Skills for Care.

You do not need to take any further action if you have no objections to your NI number and post-code being shared with Skills for Care. However if you decide that you do not wish to give your consent, you should notify your line-manager within one month of the date you received this statement. Your line-manager will inform the HHASC Performance Team ([brianna.schubert@enfield.gov.uk](mailto:brianna.schubert@enfield.gov.uk)) who will be responsible for ensuring that this information is not shared with Skills for Care.

Before you make a decision you may wish to obtain further information. You can do this by talking to your manager. If you would like some background information please go to [www.nmds-sc-online.org.uk](http://www.nmds-sc-online.org.uk).

It is hoped that you will appreciate the importance of this information being made available and will want to help Enfield Council and Skills for Care to get the best possible information about the social care workforce and their future needs.