

LAING & BUISSON

Independent Healthcare Establishments Data Field List

Data Sets

Independent healthcare establishments are available in four different data sets as below, according to whether or not all healthcare establishments are required or just hospitals, hospices & clinics; and whether only one contact per establishment, or all senior managers for an establishment are required. The item numbers refer to the number of the data set on the data price list. The record numbers are approximate due to continuous updating of our records.

- **30-Hospital, Hospice & Clinic Directors** contacts/ mailing set that includes only one contact name, usually the director of the establishment, but with full contact information, for **1,720** independent hospitals, hospices and clinics in the UK (including 90 NHS hospitals with private patients units or pay beds). This set excludes those establishments that are registered solely because of their use of prescribed technologies, and which are not otherwise providing treatment, diagnostic or screening services.
- **31-Hospital, Hospice & Clinic Senior Managers** contacts/ mailing set which comprises full contact information for **4,930** senior managers in the 1,720 independent hospitals, hospices and clinics in the UK (including 90 NHS hospitals with private patients units or pay beds), as well as other key data fields that can be used for record selection. This set excludes those establishments which are registered solely because of their use of prescribed technologies, and which are not otherwise providing treatment, diagnostic or screening services.
- **32-Independent Healthcare Primary Contacts** contacts/ mailing set that includes only one contact name, usually the director or registered manager of the establishment, but with full contact information, for all **2,550** registered independent healthcare establishments in the UK (including 900 establishments with registered managers using prescribed techniques and 90 NHS hospitals with private patients units or pay beds).
- **33-Independent Healthcare Senior Managers** contacts/ mailing set which comprises full contact information for **5,700** senior managers in all 2,550 registered independent healthcare establishments in the UK (including 900 establishments with registered managers using prescribed techniques and 90 NHS hospitals with private patients units or pay beds), as well as other key data fields that can be used for record selection.

For details of the format in which the data is provided and the method of supply, see **Data Format & Supply** below.

All our data on care homes, hospitals, hospices and clinics, care home groups, and hospital & clinic groups is available on a fully searchable CD-Rom, *CareSearch*. For further details see **Additional Data** below.

Field List

The list of fields for the sets is given below together with other information about the data.

Field Name	Field Description & Notes
L&B ID	The unique record number used by Laing & Buisson for each hospital, hospice, clinic etc and which is included for identification purposes in dealing with any queries
Establishment Name	The hospital, hospice, clinic or establishment name. Where establishments have the same name, a location may be added to the end of the name to distinguish between them.

Independent Healthcare Establishments Data Field List

Function Code	The code indicates whether the record is an establishment that has overnight beds (HP) such as a hospital or hospice; or which only has day places or no registered places (OC) such as a clinic, medical centre or other registerable establishment
Estab Code	The code for the category of the establishment based on the classification used by the Healthcare Commission in England. The establishment categories and codes are: <i>Abortion Clinic (AC), Acute Hospital (Day Surgery) (DS), Acute Hospital (ISTC) (IS), Acute Hospital (Overnight Beds) (MS), Acute NHS Hospital (Private Patients Unit) (PU), Acute NHS Hospital (Private Pay Beds) (PP), Hospice (HO), Maternity Hospital/Clinic (MA), Mental Health Clinic (PV), Mental Health Hospital (PY), Prescribed Techniques/ Technology (PT), and Private Doctors (PO)</i>
Contact Seq No	A number 1 in this field identifies the primary contact in an establishment, usually the Director of the establishment. This field is not included in single contact data sets
Contact Code	The code for the type of senior manager contact (see below).
Contact Type	The contact type for the senior manager using one of twenty-four different types appropriate to healthcare establishments. The contact types and codes are: <i>Administration Manager (AD), Admissions Manager (AH), Building/Estate/Property Manager (BE), Business Development Director (BD), Chief Engineer (CD), Finance Director (FD), Fundraising Manager (FM), Head of Screening (HS), Health & Safety Manager (HE), Hospital/Hospice/Clinic Chairperson (HC), Hospital/Hospice/Clinic Director (HD), Hotel Services Manager (HT), Human Resources Director/Manager (HR), IT Manager (IT), Marketing Manager (MA), Materials Manager (MM), Medical Director (ME), Nursing Director (ND), Patient Services Manager (PS), Private Patients Manager (NHS only) (UM), Purchasing Manager (PM), Quality Assurance Director/Manager (QA), Registered Manager (RN), Risk Manager (RH)</i> Contact names are not necessarily available in any one establishment for all contact types, and this applies particularly to the smaller establishments. This field is not included in the primary contact data set as there is only one contact name for each establishment.
Contact Name	Full name including title and first name (or initial), where known, of the senior manager for the contact type identified in the Contact Type field. In a few cases where a post is jointly held e.g. Co-Director, there may be several contact names for the same contact type. In the case of single contact data sets where rarely the name of the senior manager is not known, the titles 'The Hospital Director', 'The Hospice Director', 'The Clinic Director', 'The Private Patients Manager', 'The Centre Director' etc are used as appropriate
Contact Title	Optional field. The title in the Contact Name
Contact First Name	Optional field. The first name (or initial) in the Contact Name
Contact Surname	Optional field. The surname in the Contact Name
Contact Salutation	Salutation using Contact Name e.g. 'Dear Mrs Brown'
Contact Job Title	Job title of the senior manager in Contact Name
Address 1	First Line of Establishment Address
Address 2	Second Line of Establishment Address
Town	Town
County	County is a recognisable geographical area of the country made up of existing or former local government metropolitan counties, shire counties, and unitary authorities. Blank for certain major metropolitan areas ie. London, Belfast, Bristol, Edinburgh, Glasgow, and Manchester, which are treated as not being in a county. The County is not a required field for postal addresses
Postcode	
Tel No	Main telephone number for the establishment (not for individual contacts)
Fax No	Main fax number for the establishment (not for individual contacts)

Email	General email address for the establishment (not for individual contacts)
Web Site	Web site address for the establishment
Sector Code	The code for the ownership sector of the care home group (see below)
Sector	The market sector of the care home group based on ownership. The sectors and the codes are <i>private (P)</i> , <i>voluntary (V)</i> , or <i>NHS (N)</i> (ie. a private patients unit)
Owner	Name of organisation owning/operating the establishment
Group ID	The unique record number used by Laing & Buisson for the healthcare group which operates the establishment
Group Name	The name of the healthcare group which operates the establishment
Total Beds	Total number of registered overnight beds in the establishment. There will be no figure for clinics and other establishments
Day Places	Total number of registered day places in the establishment
Client Code	The code for the primary client type (see below). A look up list of the codes is given in the appendix at the end of this field list.
Primary Client Type	The client type for which the establishment has the highest number of registered places
Region Code	The code for the region in which the establishment is located (see below).
Region	The region in which the establishment is located using 13 standard regions of the UK. The regions and the codes are: <i>East Anglia (6), East Midlands (5), Greater London (8), North (1), North West (3), Northern Home Counties (7), Northern Ireland & Isle of Man (13), Scotland (12), South West (10), Southern Home Counties (9), Wales (11), West Midlands (4), Yorkshire & Humberside (2)</i>

Data Format & Supply

Data is usually supplied by email as csv files, which once saved, will open automatically in Excel when you click on the file. Data can be supplied in other formats on request. Large files may be compressed (zipped) using WinZip. Field names are included as the first row of each file for data identification purposes. Sample data is available by email on request.

The Establishment Code, Contact Code (where included), Client Code, Total Beds, Sector Code, and Region Code fields, as well as the address fields, can all be used for selection purposes if required.

Note that the data in some fields is dependent on information provided by organisations and as such cannot be guaranteed as accurate.

Importing Data

If you have any difficulties in downloading the text file into your database or in using the data as a mail merge data source, our notes *Importing Data* are available on request.

Further Help

In order to make full use of our data, customers will need to be familiar with mail merge and database software. Although we may be able to suggest possible solutions to many of the difficulties that can arise in using data, customers are asked to consult their software manual before seeking help over installing and using our data.

Additional Data

Selected records from the Independent Healthcare Establishments database can be provided according to customer's requirements. Please call the Data Products Team on 020 7923 5395 for further assistance.

Copyright and Use of Data

In order to protect the copyright on our data, it is a requirement of supply that a data licence agreement, which sets out the conditions of use of the data, is signed by customers. Any data supplied is for the use of the licensee only and not for resale to or for use by a third party or for use on a subscriber on-line system. Data is supplied on a 12 months lease from the date of the licence agreement and cannot be used after that period.

Appendix

Client Codes

The use of each client code is restricted according to the type of establishment i.e. hospital, hospice or clinic, care home, care home with nursing, children's home, domiciliary care agency ie. not all the codes below apply to each type of establishment.

Client Code	Client Description	Client Code	Client Description
A	Alcohol Dependence	MN	Mental Health (Non-Detained)
AO	Alcohol Dependence over age 65	MP	Mental Disorder
AT	Mental Health (Alcohol Dependence Treatment)	MPC	Emotional, Behavioural or Psychological Disturbance (Children)
C	Children	MPE	Dementia over age 65
CC	Convalescent Care	MR	Mental Health (Slow Stream Rehabilitation)
CDT	Clinical Drug Trials	MS	Mental Health (Medium Secure Treatment)
CF	Children & Families	MT	Mental Health (Low Secure Rehabilitation)
D	Drug Dependence	MU	Mental Health (Psychiatric ICU)
DE	Dementia	P	Mental Health (Open Acute Psychiatry)
DO	Drug Dependence over age 65	PF	Mental Health (Forensic Psychiatry)
DT	Mental Health (Drug Dependence Treatment)	PH	Physical Disability
ED	Mental Health (Eating Disorders)	PHC	Physical Disability (Children)
H	Hospice/Palliative Care	PHE	Physical Disability over age 65
HC	Hospice/Palliative Care (Children)	R	Physical & Medical Rehabilitation (Structured Programmes)
HI	HIV/AIDS	RD	Renal Dialysis
HR	Brain Injury Rehabilitation (Structured Programmes)	S	Acute Medical & Surgical
HRC	Brain Injury Rehabilitation (Children)	SC	Acute Medical & Surgical (Children)
I	Old Age	SI	Sensory Impairment
M	Maternity/Obstetrics	SIC	Sensory Impairment (Children)
MA	Mental Health (Adolescent/Young Persons)	SIE	Sensory Impairment over age 65
MB	Mother & Baby	T	Termination of Pregnancy
MC	Mental Disorder (Children)	TI	Terminally Ill
MDC	Multiple Disability (Children)	TIE	Terminally Ill over age 65
ME	Mental Disorder over age 65	Y	Social/Behavioural Difficulties
MH	Learning Disability		
MHC	Learning Disability (Children)		
MHE	Learning Disability over age 65		
ML	Mental Health (Detained)		