

# CTAC Data Collection Request

## Background to the CTAC data collection request

Healthcare Improvement Scotland are currently working closely with CTAC teams via the [CTAC Network](#) to gather data on demand, capacity, activity and queue (DCAQ) relating to services across Scotland. This letter outlines the background to this request and the purpose of the data collection which can be shared with your networks as needed.

## Why is this data being collected?

The data is being gathered to aid learning and improvement by understanding current activity patterns across CTAC services in Scotland. Healthcare Improvement Scotland will also be pulling some of this data together into a report to inform the future direction of CTAC nationally. The report will outline high level insights including key themes, areas of success and challenges across Scotland. Please be assured that any data that you share with Healthcare Improvement Scotland will be anonymised. No individual team data will be shared with the Scottish Government or any third-party organisations.

## What will local teams get from this data?

The data tool is easy to use and will give local teams an understanding of current service activity which can be used to help inform future planning. The CTAC network will be discussing the data at future sessions and considering other tools that can be used to understand DCAQ. We will support the network to share ideas from local teams on how data has been used to improve services.

## How will we collect this data?

Healthcare Improvement Scotland have asked all CTAC teams in the network to collect 5 days of data – preferably at HSCP level – using the [data tally tool](#) we developed in collaboration with CTAC Network members. We are aware that manual data collection may be easier in some areas so there is also a [data collection sheet](#) to support this work. Data collected will be a count of all activity across the 5 day period in relation to agreed categories. There is a [guidance document](#) we created for full instructions on how to collect the data and an explanation of how we developed the categories in the tool for further information.

We hope that all CTAC teams are able to contribute to this valuable work.

If you would like more details please contact the CTAC Network team in Healthcare Improvement Scotland at [his.pcpteam@nhs.scot](mailto:his.pcpteam@nhs.scot).

Kind regards,

CTAC Network Team

Primary Care Improvement Portfolio

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Healthcare Improvement Scotland