

NMPA Second organisational survey



Instructions

The second National Maternity and Perinatal Audit organisational survey aims to provide an overview of the organisation of maternity and neonatal care by NHS maternity services in all settings across England, Scotland and Wales. It will give an insight into service provision and changes since the previous survey, and will provide context to the NMPA clinical audit. The survey report will be published in summer 2019. More information can be found on the [NMPA website](#).

It is strongly recommended to complete this survey on a desktop or laptop computer, not on a mobile phone or tablet.

Please complete and submit all survey sections by midnight, Monday 28 January 2019

Survey sections

To facilitate completion, the survey has been divided into sections which can be completed by the respondents suggested, or by those deemed locally to be best placed to do so. One person may have several sections to complete.

The NMPA organisational survey consists of the following sections:

- **A general section** about the maternity services - there will be **one** of these to complete for the Trust/Board
- **Site-specific sections** for each of the separate sites where intrapartum care is provided; these are subdivided so that they can be easily accessed and completed by the people likely to be best placed to answer the specific questions in each section. The suggested respondents (midwifery, obstetric or neonatal lead) are listed along with the sections on the overview page (the first page after logging in)

The links on the overview page should cover **all individual sites** at which you provide intrapartum care (obstetric and/or midwife-led), and any neonatal units. If there is a site missing or incorrect, please contact us as soon as possible via nmpa@rcog.org.uk.

Respondents and log in

The Head/Director of Midwifery of your Trust/Board who was sent the Trust/Board log in details will normally be the lead survey respondent. The lead survey respondent is responsible for ensuring that all sections of the organisational survey are completed on behalf of the Trust/Board for all sites which provide intrapartum care within the Trust/Board. We would be very grateful if the lead respondent could ensure all sections of the survey are completed and submitted by midnight, **Monday 28 January 2019**.

It is recommended that the general section and section A are completed by the midwifery lead, and that the local obstetric and neonatal lead clinicians complete sections B and C respectively, but it is up to the lead respondent to decide who is best placed to complete each section. **The survey link and log in details can be shared with colleagues to complete relevant sections.**

Navigation and saving



Links to all sections relevant to your maternity services are provided on the survey overview page. A status indicator shows if a section has been started or completed. Once a section has been submitted it is no longer accessible. **The sections can be started and completed in any order and can be saved at any point for yourself or a colleague to resume.**

Please use the **survey 'Back' button** where visible at the bottom of each page if you need to; **do not use the 'Back' button of your browser**, as this may lose your responses.

Your answers are automatically saved when you click 'Next'. Clicking 'Save' saves a partially completed page and takes you back to the log in page but does not submit the questionnaire. Please do not click 'Submit' until a questionnaire is fully completed. Once submitted, the questionnaire will show as 'completed' on the overview page and will no longer be accessible so please ensure all relevant questions have been answered before submitting.

Completing the questions

Please enter responses about the service as of the 1st of January 2019 unless requested otherwise for specific questions.

Hovering over this icon  will provide clarification and over this icon  the rationale for a question.

All questions are mandatory (except free text and 'other' boxes) but you can save your answers and come back to a section later. Most mandatory questions have red question numbers. A few questions for which information may not be immediately to hand are not mandatory until the point of submission so that you are not prevented from progressing through the section. These 'delayed mandatory' questions have blue question numbers.

A [PDF version of the survey](#) can be downloaded from the NMPA website to give an overview of the information asked but the survey can be completed online only. Please note the PDF contains ALL questions for all sections; the online survey is tailored to your Trust/Board so not all questions will be asked. This also means that the online questions may not all be numbered consecutively.

Contact

If you experience any difficulties completing the survey or have other questions, please contact us via nmpa@rcog.org.uk (email is usually the fastest method), or by telephone on 020 7772 6206 or 6482.

When referring to a specific question in your comments or when contacting us for help, please include the question number.

You can also find [frequently asked questions](#) on the website, as well as the [NMPA organisational survey report 2017](#) and selected [results](#) from the 2017 survey at site, Trust/Board, region and country level.

Thank you very much for your help with the National Maternity and Perinatal Audit organisational survey!