



# Glossary of terms used in Skills for



# Glossary of terms

Adult social care, and the terminology used to describe it, continues to change. Our aim has been to maintain a degree of consistency and comparability with previous reports, so we have created this glossary to define and describe the terms we use across all our Workforce Intelligence publications.

A version of this glossary can be found in each of our data visualisations on our Workforce Intelligence [website](#). An itemised list is also available in our Data Download excel file [\[ -t331-3\(d\)-3\( th\( d](#)

**Adult community care**, including community support and outreach, social work and care  
-related services, and other adult  
community care services.

## Employment overview

**Employment status**, refers to the contract type of an individual worker. Employers are asked to select one of the following contract types for each worker: permanent, temporary, agency

**Employees**, this refers to those workers who are classed as **directly employed**, that is employed on a permanent or temporary contract. Those workers employed via agency, bank or pool, or other contract types are classed as **indirectly employed** and therefore are not included as employees.

**Hours worked**, this refers to the hours worked by an individual worker (either as contracted or average hours). Hours can be linked to contract type, so we ask this question in different ways to account for this.

**Zero-hours contracts**, some staff in adult social care are employed on a zero-hours contract. The ASC-WDS asks a separate question about this contract type, it is distinct from employment status. For example, a member of staff can be employed permanently and have a zero-hours contract.

## Recruitment and retention

**Vacancy rate**, this is the rate of vacant posts within adult social care. The vacancy rate is calculated by dividing vacant posts by the sum of directly employed staff and vacant posts.

**Starters rate**, this is the rate of new starters in the last 12 months within the adult social care sector. The starters rate is calculated at establishment level by dividing the number of the starters in the last 12 months by the number of directly employed staff.

**Source of recruitment**, this refers to the sector where the worker was previously employed.

**Leavers and turnover rate**, this is the rate of leavers in the last 12 months within adult social care. The turnover rate is calculated at establishment level by dividing the number of leavers in the last 12 months by the number of directly employed staff.

**Experience in sector and role**, this refers to the number of years a person has been working in their current role, or the adult social care sector overall.

**Sickness**, this refers to the number of sickness days taken by a worker in the last 12 months. No further information is asked, including reason for sickness. Staff can be flagged in the ASC-WDS as being on maternity leave by their employer, to distinguish this from sickness.

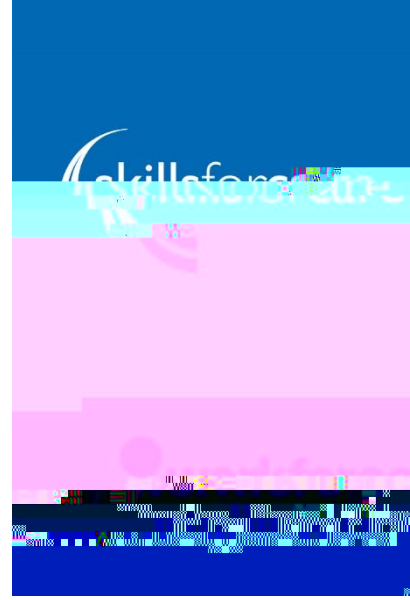
## Demographics

All variables in this chapter are completed in the ASC-WDS by the employer. It should be noted that responses may differ if the worker entered their own information.

**Gender**, this refers to the gender identity of the worker. Options available to answer this

**Age**, this refers to the age of the worker and is calculated from their date of birth.





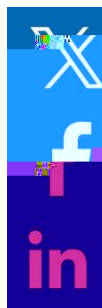
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