

Primary Care Contracting 2015-16

Standard Operating
Procedures

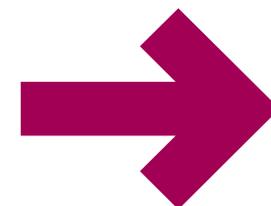
Overview

9th July 2015



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NHS England Standard Operating Procedures (SOPs)

NHS England commissioned Primary Care Commissioning (PCC) to develop a comprehensive suite of policies and procedures for the future management of all four primary care contractor groups. All policies have been developed in line with current regulations and legislation. Electronic copies of all policies and procedures can be found on the NHS England website.



<http://www.england.nhs.uk/medical/>

This briefing summarises the policies and procedures to support the primary medical contractor area, all of which come under gateway reference 00013(s).

National SOPs - Summary

- **Assurance**
 - **Assurance framework** - outlines the approach, based on securing excellence principles, to be taken by NHS England when managing primary medical care contracts to ensure compliance with quality standards.
 - **Guidance to support delivery of the primary medical care assurance framework** –it provides an outline for assessing general practice through the normal contractual framework, sets out an approach to working with GP contractors and provides a guide to managing these where there is a potential or actual breach of contract.
- **Contractual Management**
 - **Managing contract breaches, sanctions and terminations** - provides area teams with the processes to be undertaken to ensure a consistent approach is taken when a contract is considered to have been breached and when either contractual party are seeking to move to terminate the contract.
 - **Managing regulatory and contract variations** – the policy describes the process to determine any contract variation, whether by mutual agreement or required by regulatory amendments, to ensure that any changes reflect and comply with national regulations so as to maintain robust contracts.

National SOPs - Summary

- **Contractual management (continued)**
 - **Managing the end of time limited contracts** – the policy outlines the consistent and proportionate approach to be taken by area teams when a time-limited medical services contract is coming to an end and includes a timescale for management of consultation, re-commissioning or procurements leading up to the natural end date of a contract.
 - **Managing a PMS contractors right to a GMS contract** – the policy outlines the approach to be taken when a personal medical services (PMS) agreement holder exercises their right to a general medical services (GMS) contract in accordance with the PMS regulations 2004.
- **Operational**
 - Branch closure
 - Closed lists
 - Death of a contractor
 - List inflation
 - Patient assignment
 - Dispute resolution
 - Framework for responding to CQC inspections of GP practices
- **Joint** - joint policies are those which cover two of more of the primary care contract areas, namely medical, dental, eye care and pharmaceutical services.
<http://www.england.nhs.uk/joint/>

NHS England London Region Interim Policies

These policies have been developed for the London Region in line with current legislation and guidelines.

- **Premises** – SOP for developing Business Cases for primary care premises infrastructure which will assist discussions between contractors, NHS England, clinical commissioning groups, local authorities and other key stakeholders at project initiation document (PID) stage on what overall additional facilities space may be required in addition to the schedule space when planning the development of new or refurbishment of existing primary, community and social care premises.
- **Discretionary Funding** (National policy is currently being updated) – to address payments for GP cover for parental leave.
- **Patient Registration** – Pan-London Standard Operating Principles
 - Agree a consistent approach across London to clarify, simplify and standardise the patient registration process for practices and patients
 - Embed best practice approaches across all provider organisations
 - Ensure fairness, equity and transparency in the way general practice services are delivered across London
- **Congestion Charging** - Process for claiming reimbursement of eligible Congestion Charging or GPs, Pharmacists, practice staff and agency contractors.

These policies have previously been shared with GP Contractors and also available on request from the London Region Team.

Contract support

National Reporting and Learning System (NRLS)

A guide has been produced for staff working in general practice as an introduction to the National Reporting and Learning System (NRLS), the NHS' national database of patient safety incidents. It also introduced a new e-form developed by the NHS England Patient Safety Domain specifically to make it quick and easy for general practice staff to report a patient safety incident.

<http://www.england.nhs.uk/wp-content/uploads/2015/02/gp-nrls-rep-guide.pdf>

GMS Contract Changes 2015-16

In September 2014, NHS Employers (on behalf of NHS England) and the General Practitioners Committee (GPC) of the British Medical Association (BMA) announced the agreed changes to the General Medical Services (GMS) contract for 2015/16.

The full guidance is available on the NHS Employers website

<http://www.nhsemployers.org/your-workforce/primary-care-contacts/general-medical-services/gms-contract-changes/gms-contract-changes-2015-16>

Key Contract Changes for GMS, PMS, AMS contracts in 2015-16

The following key contract changes are noted for your information:

- Named accountable GP for all Patients
- Publication of GP Net Earnings
- Seniority
- Assurance of Out of Hours Provision
- Changes to registration to reflect armed forces health requirements
- Payment for GP cover for parental leave
- Alcohol related risk reduction
- Patient participation
- Patient online access

Directed Enhanced Services (DES) 2015-16

- Extended hours access
- Facilitating timely diagnosis and support for people with dementia
- Learning disabilities health check scheme
- Proactive Care Programme - Avoiding Unplanned Admissions: proactive case finding and patient review for vulnerable people
- Minor Surgery (London Region)

These are all nationally commissioned services