

GP Bulletin

28 July 2017 / Issue 222

About this bulletin

To minimise the number of emails sent to practices, the Local Regional Team is using this weekly bulletin as its main method of communicating with practice managers covering the 364 practices in Bristol, Somerset, North Somerset, South Gloucestershire, Devon, Cornwall and the Isles of Scilly. The bulletins contain important information for practice managers, which might include requests for information and deadlines, as well as updates on issues relating to GP contracts.

Copies of the bulletins and attachments are available on our website:

<https://www.england.nhs.uk/south/info-professional/medical/dcis/gp-bulletin/>

If you have any questions or wish to provide feedback, please contact the Primary Care Team:

england.primarycaremedical@nhs.net

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Key Deadlines

NDA data submission (does not apply to Cornwall and Isles of Scilly Practices, this is being undertaken by the CCG)	by Friday 28 th July	Via NHS Digital website
CQRS declarations for payment in the same month	9 th of each month	Via CQRS

• Items for all Practices

Hepatitis B vaccine shortages - briefing note

Please find attached briefing note re hepatitis B vaccine shortage and temporary vaccine recommendations that has been cascaded in PHE today.

The temporary guidance is available here:

<https://www.gov.uk/government/publications/hepatitis-b-vaccine-recommendations-during-supply-constraints>

It also appears on the main Gov.uk Hepatitis B page under vaccination:

<https://www.gov.uk/government/collections/hepatitis-b-guidance-data-and-analysis>

Inappropriate usage of the medical record shipping bags

NHS England and Primary Care Support England would like to remind practices that under **no circumstances** should the following items be placed inside medical record shipping bags:

- prescription pads;
- unwanted supplies; or
- clinical samples

The shipping bags are only to be used for the medical records collection service and should only contain medical records. Using the bags to forward any other materials could represent a clinical safety, information governance or health risk.

For information on how to return supplies please [click here](#).

Thank you for your co-operation with this matter.

NHS England

PCHR Red Book - BCG eligibility: incorrect information re TB incidence rates

It has come to our attention that the current PCHR Red Books in use across the SW may contain incorrect information regarding assessing BCG eligibility (either as an out of date hyperlink or a printed out of date list of countries with high TB incidence rates).

In addition the Harlow online Red Book also contains an out of date hyperlink which we understand is being corrected as a matter of urgency.

Please use the following link for details of high TB incidence countries

<https://www.gov.uk/government/publications/tuberculosis-tb-by-country-rates-per-100000-people>

General Practice – Developing confidence, capability and capacity: a ten point action plan

To provide a highly-skilled General Practice Nursing (GPN) workforce, the [General Practice Forward View](#) includes investment to fund a support and development programme for nursing teams in primary care over four years. Led by Professor Jane Cummings, Chief Nursing Officer for England, this has now led to publication of a [ten-point action plan](#), which aims to raise the profile of general practice nursing as a first destination career, improve access to training, increase the number of pre-registration nurse placements, enhance retention and support return to work schemes for practice nurses. The plan aligns closely with [Leading Change, Adding Value; a framework for nursing, midwifery and care staff](#).

Backdated CVI payments

This item relates to the target payments related to completion Childhood Immunisation & Vaccination at aged two and five, which are paid on a quarterly basis, based on the information practices submit via the OpenExeter system.

Some practices will be aware that since the processing of claims for childhood immunisations and vaccinations moved over to PCS England (Capita), it has become very difficult for practices to claim if they have missed the initial submission window, which closes one month after the end of the quarter. This has been compounded by the fact the service moved to PCS England around the same time as this payment moved out of the baseline for PMS practices in some areas - we believe that some PMS practices may have fallen out of the habit of updating the records on Open Exeter.

The current situation is that if a practice misses the cut-off date, for any reason, PCS England advise practices to contact their local regional team to approve payment. Whilst in the past, local primary care support offices may have been willing and able to help with such issues, the national service will only work to the specification that has been agreed. NHS England local teams work within the Statement of Financial Entitlement that states:

11.12. The amount payable as a Quarterly TYOIP is to fall due on the last day of the quarter after the quarter in respect of which the contractor is seeking payment (i.e. at the end of the quarter

after the last quarter in which immunisations were carried out that could count towards the targets). However, if the contractor delays providing the information the Board needs to calculate its Quarterly TYOIP beyond the Board's cut-off date for calculating quarterly payments, the amount is to fall due at the end of the next quarter (that is, just under nine months after the cohort was established). No Quarterly TYOIP is payable if the contractor provides the necessary information more than four months after the final date for immunisations which could count towards the payment.

However, locally we recognise that there has been confusion around this process causing some practices unnecessary shortfalls in their anticipated funding.

Therefore we in the South West have agreed that we will honour backdated claims for the 5 quarters from 1 January 2016 for a fixed time period. **Practices who believe they have missed a quarter payment should email phcontractssouthwest@nhs.net for a claim form. Claims must be logged by 31 July and forms should be submitted by 30 September. After this point we will not have any resources to process backdated claims except in truly exceptional circumstances (see below).**

Please note that for future quarters, from the quarter starting 1 April 2017 (which you can claim for up to 31 July) and going forward, we will be working to the Statement of Financial Entitlement and will not be approving any backdated payment for these claims except in truly exceptional circumstances. Staff changes, sickness absence, holiday are not considered exceptional circumstances.

In practice, you can submit claims for this activity from the first day of the quarter i.e. for quarter 1, at any point in time from 1 April until 31 July. All these vaccinations are scheduled for patients at a much earlier time, so most should be completed long before the window starts. As of 1 July, you cannot include any vaccinations carried out in this quarter, but you still have a month to complete the submission.

We recommend that practices

- do not leave it until the last day of the month to make the submission
- do not leave this task to one member of staff to make the submission, with no arrangements for sickness, holiday or staff changes, including training and getting access to the system for new members of staff
- contact PCS England before the cut-off if you are having any problems submitting, or if you notice an error after submitting, but before the cut-off.
- contact PCS England immediately, within no more than a week of the cut-off date passing, if you notice you have missed the cut-off for any reason
- ensure they are signed up to receive reminder emails from PCS England
- ensure that, as far as possible, patients who are no longer attending the practice have been removed from the list in a timely fashion so the denominator is not unnecessarily inflated.

Further information is available at <https://pcse.england.nhs.uk/services/gp-payments-and-pensions/>.

You can also access a guide to how to submit lists via OpenExeter here:

<https://pcse.england.nhs.uk/media/1076/pcse-practice-guide-childhood-immunisations.pdf>

Below please find details of target, claim and payment deadlines.

Target	Submit Claims	Cut-off date for Submission by practices	Payment Date
1 st January	31 st March	1 st May	30 th June
1 st April	30 th June	1 st August	30 th September
1 st July	30 th September	1 st November	31 st December
1 st October	31 st December	1 st February	31 st March

- **Items for Bristol, North Somerset, Somerset and South Gloucestershire Practices only**

- **Minor Surgery Payment - For the urgent attention of Somerset Practices**

Due to an administration error an additional Minor Surgery payment was made to some practices in July for Q1 Activity.

This was an error and NHS England will be recovering this money in your August Open Exeter Statement.

Please accept our apologies if this causes you any issues.

- **Items for Devon, Cornwall and Isles of Scilly Practices only**

None