

GP Bulletin

Date 2 March 2018 / Issue 253

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 371 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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- None
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 - None

Key Deadlines

CQRS declarations for payment in the same month	9 th of each month	Via CQRS
Maternity, paternity, parental or sickness absence	by 8 March 2018	Via email to england.primarycaremedical@nhs.net
All outstanding Enhanced Services claims up to and including February 2018	by 8 March 2018	to england.pcfinesw@nhs.net
Somerset Practices confirm sign-up intentions for QOF or SPQS	by 8 March 2018	Via Somerset CCG
All outstanding CQRS claims for each service to be declared	by Friday 9 March 2018	Via CQRS
Participation in QOF 17/18	by 23 March 2018	Via CQRS
Bi-annual extended access collection submission from 1 March 2018 to 31 March 2018 inclusive	by 29 March 2018	Via Primary Care Web Tool
Manual QOF input achievement for the required manual indicators	by midnight on 31 March 2018	Via CQRS

• Items for all Practices

Action Required - Are You Up-To-Date With All Your Claims?

As we approach year-end it is important for Practices and NHS England to ensure that all claims have been submitted up-to-date, and as many payments/reimbursements made by the end of March 2018.

For Practices in **Bristol, North Somerset and South Gloucestershire**, as the CCG will become delegated from 1 April 2018, the below checks and actions are particularly important to ensure that payments for as much activity undertaken in 2017/18 as possible are made before the change.

Please check the following submissions:

- CQRS claims – by using the ‘Annual Activity Summary’ report on CQRS, you can see on page the status of each submission for each service. Any submissions for January 2018 or before

that are red or yellow require action by the Practice. Please ensure that all outstanding claims have been checked and declared by **Friday 9 March 2018**

- Enhanced Services Claim Form – please check that you have submitted all claims up-to-date, any outstanding claims should be submitted to england.pcfincesw@nhs.net using the appropriate claim form:
 - for those who claim on a quarterly basis, claims up to and including Quarter 3 should have been made
 - for those who claim on a monthly basis, claims up to and including January 2018 should have been made and the February 2018 submission is due by 8 March 2018
- Rent – for those Practices in leased premises, please ensure that you have submitted claims covering all rent invoices received from your landlord, any outstanding claims should be submitted to england.premises.rent@nhs.net using the appropriate claim form
- Rates – please ensure that you have submitted the appropriate claim for reimbursement of rate billed by your Local Authority, outstanding claims should be submitted to england.premises.rates@nhs.net using the appropriate claim form
- Water - please ensure that you have submitted the appropriate claim for reimbursement of water billed by your supplier, outstanding claims should be submitted to england.premiseswater@nhs.net using the appropriate claim form
- Clinical Waste – **Devon Practices only** - please ensure that you have submitted the appropriate claim for reimbursement of clinical waste as billed by your supplier, outstanding claims should be submitted to england.premises.clinicalwaste@nhs.net using the appropriate claim form
- CQC Reimbursement 2017/18 - please ensure that you have submitted the appropriate claim for reimbursement of CQC fees, outstanding claims should be submitted to england.pcfincesw@nhs.net using the appropriate claim form

Unless otherwise stated, all claims should be received by **Thursday 8 March 2018**.

QOF Year End 2017/18 – ACTION REQUIRED

To prepare for QOF achievement information collection at year-end, Practices need to complete a number of actions **by the deadlines indicated**:

1. Ensure you are participating in QOF 17/18 on CQRS. Contact england.primarycaremedical@nhs.net if you have not been offered QOF 17/18. Participating in QOF must be completed by **23 March 2018**
2. Manually input achievement for the required manual indicators. This must be completed by **midnight on 31 March 2018**, these indicators cannot be extracted automatically from your GP clinical systems. Until you complete manual data entry for these 4 indicators your

QOF achievement will not calculate and you will not receive payment. This will also delay the calculation of your QOF 18/19 aspiration payment. Please review the attached required manual indicators user guide

3. Practices should take this opportunity to check the most recent automated extraction to ensure that the data is as expected. If any issues are identified, these should be raised with your clinical system supplier as a matter of urgency to investigate and resolve prior to the extraction at the beginning of April 2018
4. The offer of QOF 2018/19 will be made to Practices on CQRS shortly. Practices must agree to participate in QOF 18/19 on CQRS by **23 March 2018**, to ensure that aspiration payments can be calculated and made from April 2018.

Somerset Practices: please note that before the QOF 2018/19 offer can be made on CQRS we need to know the sign-up intentions for QOF or SPQS from Practices. Somerset CCG have issued the 2018/19 SPQS Service Specification and Practices need to confirm sign-up intentions by **8 March 2018**.

5. Practices should ensure that the data on their clinical system has been checked and updated, including all appropriate coding, where appropriate by **midnight on 31 March 2018**, any data added and/or amended after this will not be included in the automated data extraction taking place from 1-3 April 2018

The extraction of the year-end QOF data will take place from 1 – 3 April 2017, once the data has been extracted and is available to view on CQRS, please:

- Check your achievement information on CQRS and review this against your clinical system QOF information with a 31 March 2018 achievement date. We would advise that you keep your clinical system audit reports from the final QOF submission to help with any future verification and reconciliation
- If you don't agree with any values, please email england.primarycaremedical@nhs.net with details and supporting information
- Once you're satisfied your achievement is correct, declare your achievement on CQRS for approval and payment. Please note that once the submission has been approved for payment it is not possible to amend the data or re-calculate achievement

SPQS Practices – CQRS Year-end Process

As a Practice participating in SPQS, you do not receive payment via CQRS, however, the actions detailed above still need to be undertaken on CQRS. Please note it is important to check the extracted data is correct before declaring, as this information will be used in the SPQS reconciliation calculation.

IMPORTANT - Hepatitis B Vaccine

Please find enclosed a letter outlining the plan for a phased re-introduction of hepatitis B vaccine which has been in short supply in 2017. Vaccine supplies are now improving but supplies will remain constrained. The enclosed letter is important for GPs to help them understand the priorities for a phased recovery plan supporting re-introduction of vaccine for lower priority groups.

ACTION REQUIRED - Locum Reimbursement Claims

Have you made an application for locum reimbursement to cover maternity, paternity, parental or sickness absence, but not made any claims yet? Have you submitted all claims as up-to-date as possible?

- maternity and parental leave is reimbursed up to 26 weeks
- paternity leave is reimbursed up to 2 weeks, unless shared parental leave arrangements have been agreed
- sickness absence – after 2 weeks, reimbursement is up to 26 weeks at full entitlement and a further 26 weeks at half entitlement

Please review your claims and ensure that all have been submitted up-to-date, any outstanding claims should be submitted to england.primarycaremedical@nhs.net by **Thursday 8 March 2018** using the appropriate form and with supporting evidence.

If you are not intending to make any further claims, for example if a GP has returned from sickness absence, please advise us by emailing england.primarycaremedical@nhs.net and we will close the claim.

Cervical Screening Rejected Requests

We have been monitoring the reasons cytology laboratories have to reject cervical screening samples, and it is apparent that the majority of rejections are due to samples being taken out of programme. This indicates the woman's details are not being checked against Open Exeter to ensure they are due for screening. Whilst it is not necessary for a woman to be in possession of her invitation letter to book an appointment it is considered good practice for the sample taker to refer to the Open Exeter record at the consultation to record information about the patient's screening history on the request form.

Please could Practice Managers ensure all staff taking cervical screening samples have access to Open Exeter. Access can be requested via Primary Care Support England.

Approved Cervical Cytology Training Providers

In order to ensure nurses training to take cervical screening samples have access to high quality training the Screening Quality Assurance Services now require all cervical cytology training

providers to be accredited with an appropriate professional body as well as being quality approved by the Screening and Immunisation Team.

Across BNSSG, Devon, Cornwall & Isles of Scilly and Somerset we currently have 2 approved courses for Basic/Initial Training and 5 approved courses for the 3 yearly half day updates. These are listed below. From 1st April 2018 nurses attending cervical cytology training locally, only these courses will be recognised. Nurses applying for cervical sample taker codes from outside the South West will need to provide evidence of attendance at an accredited course approved by the Screening & Immunisation Team from their previous area.

Basic Training

South West Regional Cytology Training School <http://www.cytology-training.co.uk/>
Professional Development International (Mary White) <https://pdinet.co.uk/events/>

Half Day Updates

South West Regional Cytology Training School – Face to Face
Professional Development International (Mary White) – Face to Face
Professional Development International (Mary White) – Online Course
e-Learning for Health Cervical Cytology – Online Course <https://www.e-lfh.org.uk/>
Bluestream Academy – Online Course www.bluestreamacademy.com

Third Next Appointment Collection from General Practices

This article will be circulated in the CCG bulletin on 1 March 2018 and the Regional Action Bulletin on 5 March 2018 with NHS England Publications Gateway Reference: 07669

FAO: All general practices in England

Action: To ensure every general practice is aware of the third next appointment collection to take place in March 2018.

In October 2017, NHS England commissioned the North of England CSU to collect third next appointment data from each general practice in England in order to better understand waiting times in general practice as well as quantify the pressure general practice is under. The data collected has been used to give an indication of the amount of time in days a patient would theoretically need to have waited for an appointment at the time a booking was made. A second collection has now been commissioned for March 2018. Every practice will receive a call from the CSU or their supporting call centre that lasts no longer than three to four minutes. Please ensure your practice receptionists are aware and have been briefed on how to respond.

Contact name and email address for any queries: For more information please contact england.gpaccess@nhs.net

General Practice Extended Access Collection: March 2018

This article has already been circulated in the Regional Action bulletin on 5 February 2018 and the CCG bulletin on 8 February 2018 under NHS England Publications Gateway Reference: 07668

Action: Please remind all practices to complete the bi-annual extended access data collection on the Primary Care Web Tool and refer to the guidance on the NHS England website prior to completion.

The next bi-annual extended access collection will be open for submission from 1 March 2018 to 31 March 2018 inclusive. As set out in the 2016 GP Practice regulations, every GP practice in England will be required to submit an online return twice a year through the [Primary Care Web Tool](#) (login required). This will set out what access to appointments the practice offers to patients either itself or through other arrangements, over evenings and weekends. Please note that the last two days of the collection run into the bank holiday weekend so there will be no helpdesk support, therefore we advise you plan to complete by 29 March 2018.

If you are a new practice manager or senior partner and require access, please ensure you have registered to use the primary care website here <https://www.primarycare.nhs.uk/register.aspx> and contact your NHS England regional team to request relevant access.

Further guidance is available here: <https://www.england.nhs.uk/commissioning/gp-contract/>

For further questions about the collection itself, for example clarification of the survey questions please contact england.biannual@nhs.net. Please note that this mailbox is only to be used for enquiries specifically relating to the bi-annual extended access collection only, and should not be used for any other data collection.

Contact Name and email address for any queries: england.gpaccess@nhs.net

Ordering of adjuvanted trivalent flu vaccine; CCG level figures

Dear Colleague, you will hopefully be aware of recent communications from NHS England and Public Health England advising practices of the recommended vaccines to be ordered for the 2018-19 flu programme. We are specifically recommending that all practices order adjuvanted vaccine (FLUAD) for their over 65 population as this will provide the greatest level of protection for your patients.

Our national team has undertaken some analysis of the ordering patterns by CCG to determine the extent that practices have heeded the advice and ordered the recommended vaccine. The attached information shows the numbers of vaccines ordered by practices aggregated at CCG level and the % of population aged 65 years and over that this covers. Given that the average uptake in 2017-18 was around 72.5% it also shows the % of the average 'likely to be immunised' population covered by orders.

You will note that there is significant variation between CCGs reflecting the variation in practice level ordering. Very few have orders at a level that meet the recommendation made in the letter of the 5 February that adjuvanted vaccine should be offered to all individuals aged 65 years and over.

Adjuvanted trivalent vaccine is the most effective vaccine for this age group and we need to ensure that this is available in 2018-19. We are also aware that there are some concerns about the staged delivery of the vaccine this year and are monitoring this closely. A 'Question and Answer' document is being produced to address this and other queries that have arisen. This will be circulated as soon as possible.

In the meantime I would urge all practices to revisit their flu vaccine ordering and ensure that adjuvanted vaccine has been ordered. We are also keen to hear of specific local issues or difficulties and would ask that you e-mail them to phcontractssouthwest@nhs.net

Get animated about our new screening resource

Public health England have worked with the NHS Choices video team and an animation company to produce a new screening animation, which in just 2 ½ minutes explains all the types of screening offered during pregnancy and for newborn babies.

You can view the animation by clicking the play button at <https://phscreening.blog.gov.uk/2018/02/19/get-animated-about-our-new-screening-resource/>. It is also available through YouTube and on the screening tests in pregnancy page on NHS Choices. We hope it will supplement the other information, such as the leaflet, and provide a more engaging way of explaining antenatal and newborn screening to pregnant women, new mums and their families.

This could be played on your GP information screens.

GPs role in helping people decide whether they want screening

New blog out this week from Public Health England talks about the important role that GPs play in ensuring everyone gets the information they need in order to decide if screening is the right thing for them depending on their circumstances.

<https://phscreening.blog.gov.uk/2018/02/28/gps-role-in-helping-people-decide-whether-they-want-screening/>

Improving access to general practice: accelerating delivery to October 2018

The recently published [Refreshing NHS Plans for 2018/19](#) requires all CCGs to provide extended access to general practice to their whole population by 1 October 2018. This must include ensuring access is available during peak times of demand, including bank holidays and across the Easter, Christmas and New Year periods. NHS England is continuing its webinar series on general practice access to focus on accelerating delivery, looking at some of the key areas which CCGs will need to consider. The first webinar will take place on [6 March 2018 at 3.00pm](#) and will be repeated on [7 March 2018 at 1.00pm](#). As well as providing an overview from the national team, the webinars will include examples from existing extended access schemes and an opportunity to ask questions on a range of topics relating to implementation.

We are also hosting a number of subject specific webinars on inequalities and communications and engagement. Dates for these are as below, with further webinars to follow.

Communications and engagement:

[Wednesday 7 March at 9.00am – 10.00am](#)

Addressing inequalities in access:

[Tuesday 6 March at 9.00am – 10.00am](#)

[Wednesday 14 March at 9:15am – 10.15am](#)

Frailty and the GP contract

<https://nhs.uk/list-manage.com/track/click?u=fe51aa41404cfb64f7d454491&id=5a11c9a728&e=7f297646e6>

From October 2017 GP practices are required to identify people (aged 65 and older) who may be living with severe or moderate frailty using the electronic frailty index (eFI) or similar evidenced based tool, and provide clinically appropriate interventions as required. NHS Digital has published Q3 frailty data to support planning of frailty services.

NHS Digital is asking practices to avoid batch-coding of eFI scores and provides guidance on the correct coding method in the frailty FAQ on the NHS England website.

New national data opt-out

A new, national data opt-out system will be introduced in May 2018. This will give patients a clear choice on how their identifiable health and care information is used for purposes beyond their individual care.

Further information is available at <https://www.digital.nhs.uk/national-data-opt-out> or subscribe to the opt-out newsletter <https://www.digital.nhs.uk/national-data-opt-out/contact>

Choice in mental health care

NHS England has published guidance for commissioners, GPs and providers on how to implement patients' legal rights to choose their care provider and the team they see for their mental health care: <https://www.england.nhs.uk/publication/choice-in-mental-health-care/>

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

None

- **Items for North, East and West Devon Practices only**

Scarlet fever - chicken pox alert

Please see letter attached from Public Health England re Scarlet fever - chicken pox alert

- **Items for South Devon and Torbay Practices only - CCG Delegation Light**

None

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

None