

GP Bulletin

Date 8 March 2019 / Issue 306

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 350 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

Key Deadlines

Submission of all outstanding CQRS claims	By 8 th March 2019	Via CQRS
CQRS 2018/19 Service Offers Sign-up	ASAP	Via CQRS
QOF Sign-up for 2018-19 and 2019-20	by 29 March 2019	Via CQRS
Manually data entry achievement for the required indicators	by midnight on 31 March 2019	Via CQRS
CQRS declarations for payment in the same month	9 th of each month	Via CQRS
Devon Cornwall & Somerset: Updates to GP vacancy information on website	20 th each month	Please email updates to: england.swpcrecruitment@nhs.net
Maternity, paternity, parental or sickness absence	Last working day of each month	Via email to england.primarycaremedical@nhs.net For BNSSG practices, via email to bnssg.pc.contracts@nhs.net

• Items for all Practices

EU-Exit preparations

NHS England's national leads have sent the attached letter to all NHS organisations, to help ensure that data and data-flows are protected if there is a 'no deal' exit from the EU.

Any queries and issues should be raised via your usual contract manager routes rather than via the single EU-Exit email address for the South West that is cited in the letter.

Contact points for each area listed below:

BNSSG: bnssg.pc.contracts@nhs.net

Somerset: Somccg.generalpractice@nhs.net

Devon: devon.primarycare@nhs.net

Kernow: england.primarycaremedical@nhs.net

You may also be interested to know that:

- NHS England has published updated [information on planning for continuity of supply of medicines](#) in the case of a 'no deal' EU Exit. This information includes [supporting Q&As](#) which may be helpful in any discussion with patients about their medicines and medical products.

The [nhs.uk website](#) has been updated with some patient-facing information on medicines supply.

Increase in scarlet fever notifications

Please see the attached letter on behalf of Public Health England

Parental and Sickness Leave Reimbursement Claims

Have you made an application for reimbursement to cover parental or sickness absence of a GP, but not made any claims yet? Are you up to date with your reimbursement claims for any GPs in your Practice on parental or sick leave? For Practices in Somerset and Devon, as the CCGs will become delegated from 1 April 2019, it is particularly important to ensure that claims relating to 2018/19 are submitted as a matter of urgency.

For any parental leave, an application, with the appropriate supporting information (detailed on the application form), should be submitted prior to the GP going on leave. For sickness absence, the application should be made as soon as you are aware that the GP will be on leave for longer than two weeks and the initial MED3 form should be submitted with the application. Updated applications forms are attached.

Once you have submitted an application, you will receive an acknowledgement and the appropriate claim form to be used, please note that the claim form is updated regularly, therefore it is essential that you use the form provided to ensure that there are no delays in processing the claim.

Please ensure that claims are submitted regularly during the period of absence, we would request monthly, and when making a claim noting the following will prevent delays in processing and payment:

- For sickness leave, reimbursement starts two weeks from the day the GP goes on sick leave. For parental leave, reimbursement starts from the day the GP commences parental leave
- Claims should be submitted with the appropriate supporting information, this should be either the relevant locum invoices or, if employed GP Performers are being used to provide cover, please provide payslips or confirm of the date of the session(s) provided to cover the parental leave, their pay for the session(s), and the NI and pension contributions paid by the Practice for each GP
- For sickness absence, MED3 form(s) covering the period of the claim submitted must be included with the claim
- Reimbursement is only made for GP performers providing cover, reimbursement is not made for cover provided by other healthcare professionals
- The amount being claimed should be the total cost incurred by the Practice during the claim period for covering the absent GP, and this should correspond to the amounts on the supporting information. NHS England will then review and calculate the appropriate reimbursement in line with the Statement of Financial Entitlements

- If the GP returns to work following a period of sickness absence and then has a further period of sickness absence, this second absence will require a new application, regardless of the length of time between absences and even if the absence is for the same reason
- Finally, please ensure that you notify us when a GP returns from sick leave, we can then ensure that the claim is closed as appropriate

QOF Year End 2018/19 – 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 18/19 on CQRS. Contact england.primarycaremedical@nhs.net if you have not been offered QOF 18/19. Participating in QOF must be completed by **29 March 2019**
2. Manually input achievement for the required manual indicators. This must be completed by midnight on 31 March 2019, 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 19/20 aspiration payment. Please review the required manual indicators user guide, attached or available on the NHS Digital [website](#)
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 2019
4. The offer of QOF 2019/20 will be made to Practices on CQRS in the week commencing 11 March 2019. Practices must agree to participate in QOF 19/20 on CQRS by **29 March 2019**, to ensure that aspiration payments can be calculated and made from April 2019.
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 2019, any data added and/or amended after this will not be included in the automated data extraction taking place from 1-3 April 2019

The extraction of the year-end QOF data will take place from 1 – 3 April 2019, 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 2019 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.

GP Locum and Recruitment Companies Cold Calling

Health Education England has informed us that some GP Locum and Recruitment companies are cold calling GP Trainees in the region.

This usually come in the form of a cryptic phone call to Trainees via the Practice switchboard asking that reception ask the Trainee to ring a number, on a professional matter, as a matter of urgency. When the calls are returned the real reason for the call is established.

On at least one occasion these calls have caused significant distress because of the personal situation of a particular Trainee.

We would be grateful if you could inform reception teams that these calls are happening locally. HEE have made Trainees aware via their communication routes.

Mental Health Masterclass March 22nd 2019 Free Event for all Healthcare Workers

Please see the agenda attached for a Mental Health Masterclass on March 22nd 2019 at Exeter Race Course.

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

None

- **Items for North, East and West Devon Practices Only**
Major Improvement works at Derriford's Emergency Department
Message for GPs

On Wednesday 6 March building work begins to improve the resuscitation unit within the Emergency Department.

The work will double the size of the resuscitation unit, increasing it from four to seven resus bays. This is part of a £2m upgrade to the existing Emergency Department announced in September last year. It is great news but there will be some disruption for staff and patients in this area during this time.

The building work will last ten days and during this period staff will have a smaller Emergency Department in which to care for patients. For ten days:

- Resus will be moved out into the majors area of the department – this means we will reduce from 16 majors cubicles down to 12
- There will be a nurse station at the majors entrance to the department

The Emergency Department will remain open and operational for emergencies but we are asking the public wherever possible to #HelpUsHelpYou and consider using

- ✓ Your local pharmacy
- ✓ Your GP
- ✓ [One of the three local Minor Injuries Units](#)
- ✓ [Call or go online for NHS 111](#)

- **Items for South Devon and Torbay CCG**

None

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

None