About this bulletin

To minimise the number of emails sent to practices, NHS England and NHS Improvement – South West 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 affecting payments, as well as updates on issues relating to GP contracts. We recognise that CCGs with delegated authority may also issue information to practices regarding their areas of specific responsibility, however, the bulletin remains relevant to the practices in those areas in terms of the public health areas for which NHS England and Improvement remain responsible.

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
- Items for Cornwall and Isles of Scilly Practices only
  - FOR ACTION: 2019/20 General Practice Annual Electronic Declaration (eDEC) Submission
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### Key Deadlines

<table>
<thead>
<tr>
<th>Deadline Description</th>
<th>Due Date</th>
<th>Via</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019/20 General Practice Annual Electronic Declaration (eDEC) Submission</td>
<td>by Tuesday 17th December 2019</td>
<td><a href="https://datacollection.sdc.snds.digital.nhs.uk/">https://datacollection.sdc.snds.digital.nhs.uk/</a></td>
</tr>
<tr>
<td>CQRS declarations for payment in the same month</td>
<td>9th of each month</td>
<td>CQRS</td>
</tr>
<tr>
<td>Maternity, paternity, parental or sickness absence</td>
<td>Last working day of each month</td>
<td>Email to <a href="mailto:england.primarycaremedical@nhs.net">england.primarycaremedical@nhs.net</a></td>
</tr>
</tbody>
</table>

- **Items for all Practices**
  - **Practices encouraged to use NHS Jobs advertising to attract practice nurses**
    GP practice managers can advertise nursing vacancies through NHS Jobs by using the new bolt-on website, which aims to increase the supply of general practice nurses. Potential applicants can quickly filter to find local roles as a general practice nurse, advanced nurse practitioner, advanced clinical practitioner, nursing associate and health care support worker. The website also includes information about general practice nursing training and careers. [https://gpnursing.jobs.nhs.uk/](https://gpnursing.jobs.nhs.uk/)

- **Increase in GP practice ordering allocations for Fluenz (LAIV) children’s flu vaccine**
  From the 20th November Immform have increased GP allocations of Fluenz (Live Attenuated Influenza Vaccine) to **40% of their GP practice’s eligible cohorts** and this figure will be increased further in the coming weeks. Notification of these increases will be placed on the Immform news section. For ordering queries please contact [Helpdesk@immform.org.uk](mailto:Helpdesk@immform.org.uk) or 0844 376 0040.

- **Communication of national Practice Managers Coaching and Mentoring offer**
  Please find attached information communicating the national coaching and mentoring offer for Practice Managers. This programme was hugely successful in 18/19 and opens up this opportunity for up to 700 more Practice managers nationally.

  Three 90-minute, one-to-one, tailored sessions with a professional coach mentor are being offered to support Practice Managers to individually think through and progress challenges and opportunities important to them.

  This offer is now live and closes on the **4th December**.

### Models of Care
- **Shaping the Future of primary care**
Models of Care is an online community for sharing ideas, resources, and stories of innovation in action across primary care in the South West and beyond.

Explore our case studies
Innovation is happening across primary care. Models of Care is a space to explore and share inspiring stories that will help shape the way you, your team, and wider network evolve.

The resources that matter
Having your finger on the pulse of what’s going on in primary care is difficult when everyone is working at full capacity, so we’ve brought the links that matter into one place. From key events to workforce tools to improve your efficiency. Models of Care can unlock new ideas for you to explore with your team.

Care through collaboration
We are at our best when we share ideas and knowledge, but the time pressures of the day-to-day job make that a challenge. Models of Care enables you to expand your network in a simple intuitive way. You can learn from others and fast track primary care progress across the region and elsewhere.

Communicate
Use secure online discussion groups to explore key topics and ideas.

Connect
By forming new connections you can share knowledge and ideas among your networks

Why use Models of Care?
Whatever your role, Models of Care can give you the tools to:
- Connect with colleagues
- Build your own networks
- Learn from what’s working elsewhere
- Contribute to progress in primary care

Developed by South West Academic Health Science Network in partnership with NHS England, this online community offers a chance to be part of something bigger than one practice or postcode.

Why not explore the website, get your team involved, and start a conversation? The next big idea to transform primary care could be just a click away.

For more information on how to get the most out of Models of Care, get in touch with our friendly team. They can help get you started, create workspaces, and explore the potential of the site for you and your colleagues.

E-mail: modelsofcare@swahsn.com
Telephone: 01392 247903
https://modelsofcare.co.uk/
Amendment of 30mg fluoxetine capsules SSP (Urgent Bulletin 21 November)
The Serious Shortage Protocol for fluoxetine 30mg capsules (SSP02) is being extended to the 18 December 2019. Please also note that this SSP has been changed, so pharmacists now supply fluoxetine 10mg capsules instead of tablets i.e. 1 x 10mg fluoxetine capsule, plus 1 x 20mg fluoxetine capsule.

The SSP for fluoxetine 40mg capsules (SSP03) will expire after 20 November as scheduled.

If you have any questions regarding the SSPs please contact the NHS Prescription Service:

Email: nhsbsa.prescriptionservices@nhsbsa.nhs.uk
Telephone: 0300 330 1349
Textphone: 18001 0300 330 1349

To access the latest information about SSPs (including supporting guidance), please visit the following link – https://www.nhsbsa.nhs.uk/pharmacies-gp-practices-and-appliance-contractors/serious-shortage-protocols-ssps"

Please be aware that this is being sent separately to all community pharmacies in England

PCSE Updates – Special Pensions Bulletin and Stakeholder Briefing PL Transformation – PCSE Online

Please see the below and attached updates provided by PCSE:

Key updates contained within the first attachment - November 2019 Special Pensions bulletin:

- New December Annual Benefit Statement (ABS) available
- What happens if I can’t see my December ABS?
- Annual end of year pension administration
- Transforming how we support you – PCSE Online for GP Payments & Pensions

In addition, the second attachment – outlines transformation preparations for Performers List - PCSE Online to stakeholders – provided in addition to the letter we have already sent out to all GP Practices.

The stakeholder briefing, provides insight on:

- PCSE Online for Performers Lists administration
- What GP Practices need to do?
- What Performers need to do?
- What new applicants need to do?
- What is PCSE Online?

For more information, please visit: https://pcse.england.nhs.uk/about/whats-changing/#MedicalandDentalPerformers
• Items for Bristol, North Somerset and South Gloucestershire Practices only
None

• Items for Somerset Practices only
None

• Items for Devon Practices only
None

• Items for Cornwall and Isles of Scilly Practices only

FOR ACTION: 2019/20 General Practice Annual Electronic Declaration (eDEC) Submission
We have received confirmation that the data collection period for the 2019/20 General Practice Annual Electronic Declaration (eDEC) opened to receive submissions from GP practices on 19th November 2019 and will close on Tuesday 17th December 2019.

All GP practices who are registered on the Strategic Data Collection Service (SDCS) will have been contacted by NHS Digital to inform them that the collection has opened. NHS Digital have also circulated guidance to practices on how to complete the return.

If you have not already done so (and as notified in our NHS England GP Practice Bulletin on 29 March 2019) practices will need to register to obtain a new user account with the data collection system managed by NHS Digital, by using the following link:

- For the general practice annual electronic declaration (eDEC) and the general practice complaints collection (K041b) please register for a new user account by using this website: https://datacollection.sdcs.digital.nhs.uk/
- For the general practice workforce census please register for a new user account to use the National Workforce Reporting System (NWRS) via this website: http://www.nwrs.nhs.uk/

If you experience any difficulties with registration or for any support with general practice data collections (eDEC, K041b or NWRS) please contact NHS Digital Customer Contact Centre by email to enquiries@nhsdigital.nhs.uk

Please note that this is a mandatory return required by all practices to be completed. Please therefore ensure that your eDEC is submitted by the closure date.

Extended Hours Provision during the Christmas and New Year Period
Further to the letter, ‘Winter Plans and Arrangements for Primary Medical Care Services during the Christmas and New Year Period’, shared with Practices via the Bulletin on 8 November 2019, this is a reminder about PCN Extended Hours provision during the Christmas and New Year period:
- Christmas and New Year’s Eve, Tuesday 24th and Tuesday 31st December 2019 are normal working days

- Wednesday 25th and Thursday 26th December 2018 and Wednesday 1st January 2019 are bank holidays

PCNs that would normally provide Extended Hours on these days of the week may wish to move these hours to another day within the Christmas and New Year period to help manage demand. Please be aware that where hours are rescheduled, they should be delivered within two weeks either before or after the bank holiday in question.

If PCNs Extended Hours sessions need to be changed, please ensure patients are informed in advance, by utilising patient communications, practice websites etc.

If it is not possible to rearrange the provision within two weeks, please contact email england.primarycaremedical@nhs.net.