**ELR GP Federation Ltd**

**Chief Operating Officer Report – September 2017**

**The Work plan update is included in the pack as Paper E; this has been sent to the CCG.**

1. **PLT / CCG feedback;** following recent meetings, the key points are listed below;
* **Joint strategy with the CCG** - that clarifies the expectations for the Federation and the respective roles of the CCG and Federation - building on the work that we have done to date. JW is drafting.
* **Facilitator / fixer** - a key role for the Federation - bringing practices together to develop new ways of working to enhance sustainability
* **Transformation fund** – Federation to support practices come together and prepare applications.
* **'Tool kit'** - to provide practices with the 'how to' guides to work together (inter-operability, consent, patient registration, information/clinical governance, indemnity, contract, financial, comms issues etc). JW is working on this with Julia Cory from the City CCG.
* **Demand Management** – lead peer review process – **see paper E**.
* **Extended primary care / urgent care** – see below.
* **NHS England Clinical Pharmacists in Practice** – see below.
* **Winter access** – develop a scheme for the FY 17/18 winter period. CCG has indicated that it will pay the Federation 10% for managing this scheme.
* **Other contracts** – JW to follow up with CCG. We have been successful in being awarded contracts (CBS, winter access) and have developed a sub-contracting process with our members that works.  There will be further opportunities that we need to grasp.  A key opportunity is the urgent primary care / 7 day access service that we are working on.
* **Greater presence** with our members and a 'louder voice'.  A key opportunity is the work that we are doing to make best use of the Locality meetings.
* **System migration –** support practices, as required.
1. **Urgent Care / extended primary care**
* The timetable for procurement process is likely to be put back so that the new ‘extended primary care’ service would start in October 2018.
* Paula Vaughan will attend the Board meeting to update on progress.
* Vocare and DHU are seeking for the Federation to partner on an ‘exclusive basis’
* RB/JW to review how we could potentially develop a bookable 6.30 to 8 service on a pilot basis.
* **The Board needs to determine its strategy for participating in the procurement process.**
1. **LPT meeting**

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| RB/JW met with Peter Miller (CEO) and Rachel Bilsborough (Director) on 11th September. This was a positive first meeting. Focus on how we could collaborate to improve integrated working between primary, community and mental health services in the localities across ELR. We discussed the attached **paper D Moving Towards an Accountable Care System in LLR.** |

We also agreed to consider opportunities where joint bidding would be sensible.

**(d) Pharmacy Project**

In line with the CCG guidance, we have served notice on the contract with PSS which will come to an end on 31st October 2017. The CCG will be undertaking a procurement process for third party pharmacy support organisations to join an accredited list. The new arrangements will commence on 1st November 2017.

**(e) NHS England; Clinical pharmacists in general practice**

NHS England has launched a further scheme to support the development of clinical pharmacists in general practice. The scheme is open for 18 months with applications being assessed every couple of months. The deadline for the next phase of applications is 29th September 2017.

**Update is provided in paper B.**

**(f) Purchase Direct** -*‘Reducing cost and saving time’*

17 practices now signed up. Over £100K of savings have been identified.

**(g) Community Based Services**

JW has followed up the points raised at the first contract review meeting in July 2017 with the relevant practices.

The inter-practice referrals process for IUD/IUS/SDI services has been adapted has been circulated to two practices for comment. JW to incorporate the comments and circulated wider.

**(h) Demand management**

The CCG has confirmed that it would like the Federation to lead on the peer review element of this process and that it should start with immediate effect.

**Update in paper F attached.**

**(i) Locality updates**

**Oadby & Wigston**; LR / JW met with Vivec on 14th August 2017 and will attend the September Locality meeting. Focus on back office, providing admin support to practices and measures to reduce workload and supporting practices in distress.

JW continues to facilitate joint working between the Oadby Central and South Wigston practices as they work towards a new partnership.

**Blaby & Lutterworth**; emerging hubs in north and south Blaby. JW working with SV to see how the Federation could support the North Blaby hub.

**Melton, Syston and Rutland;** Initiatives include;

* Rutland experience / wellbeing workers / primary care home
* Melton DC workers embedded in the practice

**Harborough**; Working with Paula Vaghan and Anuj to establish the Harborough ILT. Focus on how to reduce the demand on district nurses.

**(j) STP GP Five Year Forward View**

The LLR Blueprint for general practice lays out the vision for the development of General Practice over the next five years and supporting practices coming together to meet patients’ needs at scale.

I am working with Julia Cory, new Head of Primary Care for Leicester City CCG, to produce a guidance / tool kit document to assist practices who wish to work at scale. Next version will be presented to the next Programme Board.

**This is a key role for the Federation and also provides an opportunity to provide it with funding streams where it provides support to practices to come together – as in the case of South Wigston and Oadby Central.**

**(k) Buildings management offer -** We have developed a buildings management offer with the Estates Strategy Group. Latham House will pilot the Beacon assessment tool in October 2017.

**(l) Primary Care Exchange -** Primary Care Exchange provide the Locum exchange service that Anuj used whilst in Bristol. A presentation took place in July and JW will now prepare a paper / business case to progress this opportunity.

**(m) Insurance -** Working with Locktons on an insurance offer for consideration – no further update.

**(n) LLR PCL**

**H Pylori –** we have now advised all practices that the Federation has been offered a contract with LLR PCL to provide H Pylori breath tests in ELR based on a 5% administration fee. Existing AQP arrangements have been extended and we await further guidance.

**Diagnostic Hubs and Spokes –** JW is working with the Alliance to support the scheme to develop a proposal for diagnostic spokes in ELR.

**(o) Dispensing practices procurement -** Kibworth practice has approached the Federation to assist with procuring medicines on behalf of dispensing practices. jW/RB to pursue.

**(p) Flu vaccines** – JW to arrange a Federation deal for next year.

**(q) HR -** HR support is an area where a Federation wide approach could improve the level of service and cost effectiveness to practices. JW met with the LPT HR Director along with one of the Practice Managers in August and we will scope out an indicative specification and cost for consideration.

**(r) GP TeamNet -** A demonstration of this system is being arranged.

**(s) Cleaning** – The Board identified this as an area to pursue. JW to follow this up.

**(t) Web site – Footfall** – Oakham MC have suggested that JW investigate the FootFall product