

## Grievance Procedures

As a PS to last month's article on Disciplinary and Grievance Procedures, practices should note that there is now a requirement for employers to inform all new and existing employees that if they leave without raising a grievance they may prejudice their chances at any subsequent Industrial Tribunal (unless the employer has not told them this). Each practice should therefore inform each member of staff of this and record that they have done so.

## Practice Led Commissioning

April 2005 will see the introduction of Practice Led Commissioning, entitling every GP practice across the UK to an indicative budget. The move promises to give frontline clinicians the power to change how health services are delivered by taking ownership of decision making and resources.

Commissioning at a practice level, it is hoped, will lead to cost containment, better referral management and the sort of service re-design that comes from being highly informed about local supply and demand.

Trent LMCs (Nottinghamshire, Derbyshire and Lincolnshire LMCs) have arranged a workshop on Tuesday 1 March at East Midlands Conference Centre, University Park, Nottingham. You may already have received a flyer and registration form, but if not please contact the LMC office for further details.

## Medical Education in Derby

A Derby Teaching Quality Review Group has recently been set up, which aims to assess the quality of medical student teaching within the Derby Hospitals Trust and within external organisations. Howard Jenkins, who chairs the Group, has asked the LMC to nominate a GP representative. The Group meets at 2 monthly intervals and has, so far, met on Mondays 4-6 pm in the Boardroom at Derby City General Hospital, but we have mentioned that another day would be better for GPs. Please let the LMC office know if you would be interested in filling this role.

## QOF – Calculation of final payment

The calculation to determine the final achievement payment for practices will be made on 2 April 2005. This calculation is based on the following data submissions to QMAS:

- On 14 March 2005, the GP clinical system will automatically submit disease register sizes to QMAS. These will be based on disease registers as at 14 February 2005 (National Prevalence Day). On 2 April the information submitted on practice list size and disease register sizes is used to calculate the end of year national prevalence figures.
- Clinical achievement will be calculated from the March 2005 report that is automatically submitted on 1 April 2005.
- Non-clinical achievement will be calculated from the most recent non-clinical submission from the practice to QMAS on the date of the calculation.
- The practice list size is provided to QMAS from the Exeter system. The Exeter system took a practice list size count on 1 January from individual GP clinical systems. This will be used to calculate the Global Sum and QOF achievement payments.

### What you need to do to prepare for the end of year:

- Ensure that your QOF disease registers are validated and complete.
- Between January and 14 February run an interim report on QMAS to ensure that your disease registers are accurate.
- Ensure that all patient consultations are added to the patient record up to and including 31 March 2005.
- Ensure that all non-clinical indicators are updated by 31 March 2005.

For further information see the latest QMAS Bulletin which is available on: [www.dh.gov.uk/PolicyAndGuidance/OrganisationPolicy/PrimaryCare/PrimaryCareContracting/PrimaryCareContractingArticle/fs/en?CONTENT\\_ID+4084258&chk=bHnHDs](http://www.dh.gov.uk/PolicyAndGuidance/OrganisationPolicy/PrimaryCare/PrimaryCareContracting/PrimaryCareContractingArticle/fs/en?CONTENT_ID+4084258&chk=bHnHDs)

New training material on the end of year process will be available during February on: [www.qmastraining.nhs.uk](http://www.qmastraining.nhs.uk)

## **Opportunity to manage two established medical practices in Nottingham City**

Nottingham City PCT is inviting expressions of interest to deliver primary medical services to the practice populations of two established practices.

- **The Nirmala Surgery, Bestwood Park, Nottingham** (Current list size of 2200 patients with opportunities to expand)
- **The Arboretum Health Team, Radford, Nottingham** (Current list size of 1400 patients with opportunities to expand)

The PCT will consider proposals from General Medical Services (GMS), Personal Medical Services (PMS) or Alternative Provider Medical Services (APMS) providers for one or both of the practices.

In order to proceed to the next round of the tendering process, interested applicants will need to demonstrate the following:

- Long-term commitment to the provision of personal medical services in Nottingham City.
- Experience of providing healthcare services to deprived communities with evidence of positive health outcomes.
- Financial stability.
- An ability to run a practice in a cost effective manner making the maximum use of skill-mix opportunities.
- A willingness and ability to expand provision in the future either by increasing list sizes or by assisting the PCT to establish new practices.
- The ability to offer any staff transferred under TUPE equivalent pension arrangements.

Both practices employ a number of support staff and it is anticipated that the Transfer of Undertakings, Protection of Employment Regulations will apply to the transfer of ownership. Those wishing to bid for the surgery will be expected to adhere to these regulations if successful

Expressions of interest addressing the areas listed above should be sent to:

**David Bailey, Supplies Manager, Nottingham Shared Services, 1 Standard Court, Park Row, Nottingham NG1 6GN by 14th February 2005.**

Further enquiries can be addressed to David Bailey, 0115 9123347 (david.bailey@rushcliffe-pct.nhs.uk) or to Dawn Smith, Assistant Director of Primary Care Development on 0115 9123344 x49256 (dawn.smith@nottinghamcity-pct.nhs.uk)

## **Primary Care Access questionnaire**

You may remember that we emailed you in November about a new question on the PCAS return, which asked how far in advance patients were able to book an appointment with a GP. Our concern was that GPC had not had advance sight of the question for which the list of potential answers included allowing for patients to book up to four weeks or longer in advance. This was different from the 24/48 hour access covered by the specification for Access Directed Enhanced Service.

GPC raised this with the Department of Health before Christmas and they have now finally confirmed in writing that practices' responses will not have any bearing on the access bonus payment under the QOF for 2004-05 and that this will be based on actual performance as reported through PCAS on the established questions for the period December 2004 to March 2005. They also confirmed that practices need only comply with the current DES specification or with any local variation already agreed with the PCT.

## **North Derbyshire GPAC**

We still need a new Chairman for NDGPAC. An honorarium of £100 per meeting will be paid to a North Derbyshire GP willing to take the lead and set the agenda. Administrative help is provided. Please contact the office if you are interested.

## **How to contact us**

Derbyshire LMC office is at Norman House, Friar Gate, Derby DE1 1NU. Our telephone number is 01332 210008, fax 01332 341771, email [office@derbyshirelmc.org.uk](mailto:office@derbyshirelmc.org.uk) or [shelley.robtham@derbyshirelmc.org.uk](mailto:shelley.robtham@derbyshirelmc.org.uk).

The two Practice/PCT Liaison Officers are Melanie Beatham for Southern Derbyshire and Kate Lawrence for North Derbyshire. Their email addresses are: [melanie.beatham@derbyshirelmc.org.uk](mailto:melanie.beatham@derbyshirelmc.org.uk) and [kate.lawrence@derbyshirelmc.org.uk](mailto:kate.lawrence@derbyshirelmc.org.uk).

We should be very interested to have your views on this newsletter and/or the LMC précis and website.

**[www.derbyshirelmc.org.uk](http://www.derbyshirelmc.org.uk)**