



COVID-19 - DERBYSHIRE GPIT EMERGENCY RESPONSE

EMERGENCY HARDWARE DEPLOYMENT STRATEGY

Most GP Practices already have access to at least one laptop. Where this is the case, practices **must** re-deploy these laptops in the first instance and re-prioritise who uses them if their staff are impacted, for example staff needing to self-isolate.

If practices require any support to re-purpose their existing laptops please contact the ICT Service Desk stating that your request is COVID-19 related.

Additional laptops to support the Derbyshire region are being held in a central pool and will be deployed to practices based on urgent service provision needs i.e. where staff are needing to self-isolate.

An Emergency Deployment Strategy has been agreed, the step by step process is as follows:

1. GP practice to contact CCG Incident Management Team explaining their situation i.e. GP requiring to self-isolate stating their remote working requirements i.e. number of staff affected / specific quantity needed / software and access requirements i.e. clinical system and / or files / folder access. Please use the following email address: DDCCG.Covid.19@nhs.net
2. CCG Incident Management Team will liaise with the NECS Emergency Deployment Co-ordinator and inform the relevant CCG teams who can help provide support.
3. The NECS Emergency Deployment Team will contact you directly to arrange delivery to the practice. The NECS Engineer will take you through an agreed checklist to ensure the appropriate levels of access is in place. NECS are dealing with all emergency requests (COVID-19 related) as High Priority and will aim to deliver as soon as practically possible (within hours). The laptop model will provide full functionality at home with access to clinical systems, practice files and folders and full spine access. It is the responsibility of the end user to ensure they connect the laptop to their home broadband. If the end user has difficulty connecting to their home broadband they can contact the NECS ICT Service Desk who can provide support, please ensure you state that your call is COVID-19 related.
4. NECS will deliver the laptop to the practice premises. Once all checks have been completed, a practice staff member will then need to deliver the laptop to the self-isolating staff member. Please telephone the self-isolating staff member when they arrive, leave the laptop on the doorstep, move at least 3 metres back and ensure that the person collects the laptop.
5. These laptops are to be treated as 'loan devices' and not as a permanent issue. Once the immediate need is dealt with i.e. the GP is no longer in self-isolation. The laptop will need to be returned to NECS, decontaminated and put back into the central pool. Further details around this stage of the process will be circulated in due course.