

# WOLVERHAMPTON CCG PRIMARY CARE COMMISSIONING COMMITTEE 7th August 2018

TITLE OF REPORT:	Primary Care Operational Management Group Update		
AUTHOR(s) OF REPORT:	Mike Hastings, Director of Operations		
AUTHOR(S) OF REPORT.			
MANAGEMENT LEAD:	Mike Hastings, Director of Operations		
PURPOSE OF REPORT:	To provide the Committee with an update on the Primary Care Operational Management Group.		
ACTION REQUIRED:	<ul><li>□ Decision</li><li>☑ Assurance</li></ul>		
PUBLIC OR PRIVATE:	This report is intended for the public domain.		
KEY POINTS:	<ul> <li>General Practice Forward View Update</li> <li>QOF+ has been launched</li> <li>Access within surgeries has increased by 20% this month, 25 minutes 87%in July and August</li> <li>All hubs are now opening evenings and weekends</li> </ul>		
RECOMMENDATION:	To provide the Committee with an update on the Primary Care Operational Management Group.		
LINK TO BOARD ASSURANCE FRAMEWORK AIMS & OBJECTIVES:			
Improving the quality and safety of the services we commission	The Primary Care Operational Management Group monitors the quality and safety of General Practice.		
Reducing Health     Inequalities in     Wolverhampton	The Primary Care Operational Management Group work with clinical groups within Primary Care to transform delivery.		
System effectiveness     delivered within our     financial envelope	Operational issues are managed to enable Primary Care Strategy delivery.		

Primary Care Commissioning Committee 7<sup>th</sup> August 2018



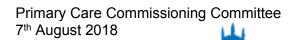


# 1. BACKGROUND AND CURRENT SITUATION

1.1. Notes from the last Primary Care Operational Management Group are set out below.

Present:		
Mike Hastings	(MH)	WCCG Director of Operations
Peter McKenzie	(PMcK)	WCCG Corporate Operations Manager
Jane Worton	(JW)	WCCG Primary Care Liaison Manager
Jo Reynolds	(JR)	WCCG Primary Care Development Manager
Tally Kalea	(TK)	WCCG Commissioning Operations Manager
Ramsey Singh	(RS)	WCCG IM&T Infrastructure Project Manager
Liz Corrigan	(LC)	WCCG Primary Care Quality Assurance Co-ordinator
Charmaine Hurd	(CH)	Student Nurse
Ankush Mittal	(AM)	Consultant Public Health
Dr Bhavin Mehta	(BM)	Local Medical Committee Representative
Yvette Delaney	(YD)	CQC Inspector for Primary Medical Services
Carol McNeil	(CM)	Assistant Contract Manager, NHS England
Jeff Blankley	(BM)	Local Pharmaceutical Chair

1.	Declarations of Inte			
	BM declared his inter			
2.	<u>Apologies</u>			
			WCCG Head of Medicines Optimisation	
	Sarah Southall	(SS)	WCCG Head of Primary Care	
3.	Welcome & Introduc	ctions		
	MH welcomed everyo	one to the m	eeting.	
4.	Notes and Action Log from the Last Meeting			
	The previous meeting	g notes were	e accepted and action log updated.	
5.	Draft Notes of Clinic	cal Reference	ce Group Meeting	
	No comments were n	nade.		
6.	Matters Arising			
	There were no matte	rs arising.		
7.	Discussion Items/A	ssurance		
7.1	Review of Primary 0	Care Matrix		
			MGS Medical Centre leaving the VI Programme. tinue to support the Practice through fortnightly	







	Cililical Colliniission	g c.cap		
	Transition Meetings with the Contract Holders and that the Practice are maintaining a risk log which is monitored via this forum.			
7.2	Forward Plan for Practice System Migrations Mergers and Closures			
/ · <b>-</b>	RS provided the following update:			
	Coalway Road Surgery migration process went well and was successful.			
	some issues with ICE which were resolved			
	<ul> <li>Paperwork for Dr Bilas practice has been submitted and completed ready</li> </ul>			
	to go live according to schedule			
	to go live according to schedule			
7.3	Estates Update/LEF			
' ' ' '	TK provided the following updates on ETTF practices:			
	There are 2 practices who are still having issues with services changes,			
	rents and rates, who are saying they are not happy to sign any paperwork			
	until issues are resolved			
	<ul> <li>There are 7 practices within NHS Property services buildings, who are</li> </ul>			
	having issues with invoices, rates and service charges			
7.4	Primary Care Quality Update			
	LC presented the quality report, highlighting the following updates:			
	<ul> <li>Mike Christy has taken over at Infection Prevention visits</li> </ul>			
	<ul> <li>Flu season has now finished, after PC OMG meeting there is a Primary</li> </ul>			
	Care Flu meeting			
	There is no NICE update in the Quality Report due to IT issues, the last			
	meeting was in May and there were a few updates which LC will report			
	next month			
	<ul> <li>Friends and Family test has faced a technical problem with CQRS, as</li> </ul>			
	practices couldn't submit their data which has resulted in figures not being			
	very good, there was also a problem in May which seems to resolve itself			
	It was noted patients are using text and check in screens at practices			
	which is a good success			
	There have been 2 serious incidents within Primary Care which have now			
	been closed			
7.5	Conoral Breatics Forward View Undets			
7.5	General Practice Forward View Update			
	JR provided the following update:  • QOF+ has been launched			
	Access within surgeries has increased by 20% this month, 25 minutes  87% in July and August			
	87%in July and August			
	All hubs are now opening evenings and weekends     Doe Management is a training programme which means recentionists will			
	Doc Management is a training programme which means receptionists will be able to code letters without them having to go to the GPS.			
	be able to code letters without them having to go to the GPS  Fellowships Programme 3 offers have been made and it is up to the			
	· · ·			
	, <del>,</del> , , , , , , , , , , , , , , , , ,			
	<ul> <li>Fellowships Programme – 3 offers have been made and it is up to the individual where they want to go.</li> <li>Special access service, the CCG has served notice to the current provider</li> <li>Choose and Book paper free is near completion and due to go out in the</li> </ul>			
	next few weeks			

Primary Care Commissioning Committee 7th August 2018



7.6	<ul> <li>STP retention plan has been assured</li> <li>Primary Care Counselling contract, there are a few issues around this</li> <li>Transformation Fund Plans – developments plans are in and activity is due to start</li> <li>Primary Care, Care Navigation Phase 2 – have identified with stakeholders which additional services the CCG will navigate to</li> </ul> Contract Visit Programme	
	JW reported a visit was made to Primrose Lane and an action plan has been shared with the Practice with a 28 day deadline for response.	
7.7	Collaborative Working Model: Practice Issues and Communication Log New items have been added onto the Communication log. There are no ongoing issues.	
7.8	Care Query Panel There was nothing new to report.	
7.9	<ul> <li>Relocation Policy for Discussion</li> <li>PM provided the following update: <ul> <li>There is a new Risk Assessment which is brought to the meeting for discussion; should there be a new action log?</li> <li>The current programme is reviewed through the Milestone Review Board</li> <li>There have been a few queries around Business Continuity</li> <li>It was decided the policy does not need to be on a risk log, however it was noted the activity code needs to be coded correctly</li> <li>JR reported if unsure of the code then should not code activity</li> <li>No concern was reported to flag at Primary Care Commissioning Committee</li> <li>PMc to pick up and pull together action log as it comes up</li> </ul> </li></ul>	
7.10	Strategic Review  Action: KL to ask Helen Cook for updated Strategy containing Primary Care section and send out to the group	
7.11	Internal Audit Report 201/2018 - Draft (Primary Care Commissioning) The Internal Audit report was presented at the meeting and Mike highlighted the report was sent to himself, Steven Marshall, and Sarah Southall. It was suggested the report would come to the Primary Care OMG meeting to ensure the actions were being dealt with.  MH suggested he and JR needed to come up with an action log from the report.	
8.	CQC: Primary Care YD provided an update around the CQC's planned roll out of inspections for quarter 3 and 4.	
9.	Primary Care Commissioning/Contracting Update There was no update from Primary Care Commissioning/Contracting.	

Primary Care Commissioning Committee 7th August 2018





10.	Public Health: Primary Care	
	It was noted that the main focus within Public Health was the Flu Vaccinations.	
	Public Health is aiming to start early and provide training for Practice Nurses.	
	Information will be provided on how to help and support Vaccinations and	
	Immunisations.	
	It was also highlighted LTB screening is within the early stages as of yet.	
	Public Health are aiming to work with the CCG and Partners to improve their	
	services.	
11.	NHS England	
	There was no update from NHS England.	
12.	I MC Undata	
12.	LMC Update There was no undete from LMC	
	There was no update from LMC.	
13.	Pharmaceutical Involvement in Primary Care	
	There was no update from Pharmaceutical Involvement in Primary Care.	
14.	AOB	
	The group was informed Google Chrome had been approved this morning.	
15.	Date and Time of Next Meeting	
10.	Wednesday 1st August, 2.30pm-4.00pm	
	Main Meeting Room, Wolverhampton Science Park, WV10 9RU	
	india modalig restin, from ampion colones rain, fff to the	

#### 2. **CLINICAL VIEW**

2.1. A clinical representative from LMC attends the meetings and gives views on all discussions.

#### 3. PATIENT AND PUBLIC VIEW

3.1. Patient and public views are sought as required.

#### 4. **KEY RISKS AND MITIGATIONS**

4.1. Project risks are reviewed as escalated from the programme.

#### 5. **IMPACT ASSESSMENT**

## Financial and Resource Implications

5.1. The group has no authority to make decisions regarding Finance.

## **Quality and Safety Implications**

Primary Care Commissioning Committee 7<sup>th</sup> August 2018

Page 5 of 7







5.2. A quality representative is a member of the Group.

## **Equality Implications**

5.3. Equality and Inclusion views are sought as required.

# Legal and Policy Implications

5.4. Governance views are sought as required.

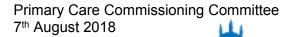
# Other Implications

5.5. Medicines Management, Estates, HR and IM&T views are sought as required.

**Name: Mike Hastings** 

**Job Title: Director of Operations** 

Date: 02.08.18







### **REPORT SIGN-OFF CHECKLIST**

This section must be completed before the report is submitted to the Admin team. If any of these steps are not applicable please indicate, do not leave blank.

	Details/ Name	Date
Clinical View	N/A	
Public/ Patient View	N/A	
Finance Implications discussed with Finance Team	N/A	
Quality Implications discussed with Quality and Risk Team	N/A	
Equality Implications discussed with CSU Equality and Inclusion Service	N/A	
Information Governance implications discussed with IG Support Officer	N/A	
Legal/ Policy implications discussed with Corporate Operations Manager	N/A	
Other Implications (Medicines management, estates, HR, IM&T etc.)	N/A	
Any relevant data requirements discussed with CSU Business Intelligence	N/A	
Signed off by Report Owner (Must be completed)	Mike Hastings	02.08.19

