

**WOLVERHAMPTON CCG
PRIMARY CARE COMMISSIONING COMMITTEE
4th December 2018**

TITLE OF REPORT:	Primary Care Operational Management Group Update
AUTHOR(S) OF REPORT:	Mike Hastings, Director of Operations
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:	<input type="checkbox"/> Decision <input checked="" type="checkbox"/> Assurance
PUBLIC OR PRIVATE:	This report is intended for the public domain.
KEY POINTS:	<ul style="list-style-type: none"> • All practices now have access to flu vaccines for all eligible patients aged over 65 • GP retention scheme is moving forward as part of the GP Forward view. • All practices have been contacted regarding opening times over the Christmas/New Year period.
RECOMMENDATION:	To provide the Committee with an update on the Primary Care Operational Management Group.
LINK TO BOARD ASSURANCE FRAMEWORK AIMS & OBJECTIVES:	
1. Improving the quality and safety of the services we commission	The Primary Care Operational Management Group monitors the quality and safety of General Practice.
2. Reducing Health Inequalities in Wolverhampton	The Primary Care Operational Management Group work with clinical groups within Primary Care to transform delivery.
3. System effectiveness delivered within our financial envelope	Operational issues are managed to enable Primary Care Strategy delivery.

1. BACKGROUND AND CURRENT SITUATION

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



Primary Care Operational Management Group
Wednesday 7th November 2018 at 1pm - 2.30pm.
CCG Main Meeting Room, Wolverhampton Science Park, WV10 9RU

Present:

Mike Hastings	(MH)	WCCG Director of Operations
Peter McKenzie	(PMcK)	WCCG Corporate Operations Manager
Jane Worton	(JW)	WCCG Primary Care Liaison Manager
Gill Shelley	(GS)	WCCG Primary Care Contracting Manager
Ramsey Singh	(RS)	WCCG IM&T Infrastructure Project Manager
Liz Corrigan	(LC)	WCCG Primary Care Quality Assurance Co-ordinator
Carol McNeil	(CM)	Assistant Contract Manager, NHS England
Mandy Sarai	(MS)	WCCG Administrative Support Officer

Apologies:

Jo Reynolds	(JR)	WCCG Primary Care Development Manager
Kassandra Styche	(KS)	WCCG Quality and Safety Officer
Tally Kalea	(TK)	WCCG Commissioning Operations Manager
Karen Evans	(KE)	WCCG Joint Head of Primary Care
Hemant Patel	(HP)	WCCG Head of Medicines Optimisation
Yvette Delaney	(YD)	CQC Inspector for Primary Medical Services
Marion Janavicus	(MJ)	WCCG Contracts Manager

Item		Action
1.	Declarations of Interest There were no declarations on this occasion.	
2.	Welcome & Introductions	
4.	Notes and Action Log from the Last Meeting	
5.	Notes of the Clinical Reference Group CRG minutes to follow in due course and sent to the group.	
6.	Matters arising	



7	<p>Discussion Items/Assurance</p> <p><u>Review of Primary care matrix</u> MGS Medical Centre - monthly transition meetings with the practice continue and are progressing well. The only outstanding issues are around returning records. Practice has 200 remaining, which relies on PCSE to resolve. The practice also has one complaint outstanding which is being dealt with by RWT and they hope to resolve shortly.</p> <p><u>Forward plan for Practice Systems Migrations Mergers and Closures</u> This item has been discussed under the action log and matters arising.</p> <p><u>Estates Update/LEF</u> To go out to all the senior partners of the practices in the Bilston area. Meeting has been set up on 22nd November at Prouds Lane to ask partners to attend around interest in reconfiguration.</p> <p>Report due from Design Bureau to discuss options. Julia Nock to attend to discuss housing plans. Oxley locality to follow.</p> <p><u>Primary Care Quality Update</u></p> <p>Flu: All practices now have access to vaccines for all eligible patients aged over 65. There have been issues regarding the amount of vaccinations which have been ordered – PH and CCG are reviewing stocks and asking practices to contact if they have any to return. We are looking for assurances that messages from NHSE go out earlier for 2019/20.</p> <p>GP retention scheme is moving forward as part of the GP Forward view.</p> <p>We are now part of the practice nurse digital clinical supervision pilot using a Skype based tool; however there are some technical issues to overcome.</p> <p><u>General Practice Forward View Update</u> No update</p> <p>Dudley comms had written to GPs re: information sent to patients regarding breast screening appointments. This needs to put on the GP Bulletin.</p> <p><u>Care Query Panel</u> Very few queries are coming through. Three cases waiting for RWT to come back with a response from investigations they have done. Letters have been sent to all practices with new contact numbers for BCP and Connect.</p>
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<p>8.</p>	<p>CQC: Primary Care Update Thornley Street Report is in draft form currently – 1 more peer review of the report is being undertaken prior to sharing with the practice.</p> <p>Health and Beyond Meeting took place on Monday between contract holders, CQC to confirm registration process. Noted that the priority is to ensure registration is completed.</p> <p>Health and Beyond to liaise closely with CQC throughout the process. Health & Beyond have been asked to share merger business case so that they can share with her manager for rationale as to why follow up visit is not being undertaken.</p>	
<p>9.</p>	<p>Primary Care Commissioning/Contracting Update Letters have been sent to practices regarding opening times over the Christmas Period.</p> <p>VI practices looking to do same as last year and plan to stay open on New Year's Eve.</p> <p>The proposals are reasonable.</p>	
<p>10.</p>	<p>Public Health: Primary Care Health checks are going well.</p>	
<p>11.</p>	<p>NHS England Christmas opening times have already been covered above</p>	
<p>12.</p>	<p>LMC Update No updates/queries.</p>	
<p>13.</p>	<p>Pharmaceutical Involvement in Primary Care No updates/queries.</p>	
<p>14.</p>	<p>AOB Locum Reimbursement Protocol (Phased Returns) Discussion took place around Locums covering GPs when they are on phased return.</p> <p>General Pay Award This has been discussed at the commissioning committee</p> <p>Health watch Health Watch mentioned a complaint regarding that they had received a</p>	



	<p>copy of.</p> <p>The practice in question does have an excellent complaints policy but the CCG does not receive information on complaints made direct to practices. We do get information on those that go to NHS England, especially those involving a performer as these are recorded at PPIGG.</p> <p>Action: HC to circulate the Healthwatch Report out with the GP Bulletin.</p>	
15.	<p>Date and Time of Next Meeting: Friday 7th December 1.00pm-2.30pm Main Meeting Room, Wolverhampton Science Park, WV10 9RU</p>	

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

- 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: 29.11.18

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	27.09.18

