

EU Exit Tracking

(Step 1: Choose from dropdown) (Region)	Midlands	
(Step 2: Choose from dropdown) (DCO)	West Midlands	
(Step 3: Choose from dropdown) (Organisation Type)	Commissioner	
(Step 4: Choose from dropdown) (Commissioner/Provider)	NHS Wolverhampton CCG	
(Step 4: Provide the organisation name if not in the list above)		
(Step 5: Add date of update)		

INSTRUCTIONS (NEEDS UPDATE)

NOTES:

All organisations are separated under the new Regional areas as of 1 April 2019.

Please ensure you identify the correct dropdown to identify as a Commissioner or Provider as the questions are different for each.

Commissioners please respond to questions regarding your providers including all providers (Trusts, primary care - GPs, dentists etc)

If your organisation is not listed please use 'other' in the drop down and ensure you provide the full name.

Cells are protected so that questions or required responses cannot be manually altered. This is to ensure consistency in responses for analytical purposes.

RAG is automated.

There is no provision to identify partial achievement. If you cannot answer 'yes' as work is not complete, insert 'no' and please use the actions and comments fields to explain.

All yellow fields must be completed.

Shaded areas indicate that the question shaded is not relevant to your organisation.

QUERIES

All queries to be forwarded to your DCO contact who will liaise with the Regional EU Exit Teams as required.

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Region	Midlands
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Supply of medicines and vaccines

ID	Question	Response yes / no	if no, why have you responded no?	Date this will be achieved by	Actions required to achieve green RAG	Commentary	RAG
MV1	Have you promoted / adhered to the Secretary of State's message to healthcare providers that they should not stockpile medicines beyond their business as usual stock levels, and no clinician should write longer prescriptions for patients. This will need to include clear and repeated communication to all relevant parties, with confirmation responses.						
MV2	Have you advised providers that there is no need to contact suppliers of medicines directly.						
MV4	Will you encourage staff to reassure patients that they should not store additional medicines at home as the Government is working with industry to ensure a continued supply of medicines from the moment we leave the EU.						
MV5	Are you aware that the Chief and Responsible Pharmacists are responsible for ensuring their organisation does not stockpile medicines unnecessarily.						
MV6	Are you aware that the Department and NHS England and Improvement are developing arrangements to allow local and regional monitoring of stock levels of medicines.						
MV7	Are you aware that the UK-wide contingency plan for medicines and vaccines is kept under review, and the Department will communicate further guidance as and when necessary						
MV8	Are you prepared (e.g. have sufficient resources) to update planning/processes in this area should any further guidance be provided by the Department						
MV9	Have you shared letters from the Department aimed at an NHS and wider health and care provider audience (such as the third sector, private sector and home care) to all relevant parties (note that the Department has engaged directly with specialist commissioning leaders about prisons and defence. This is to address their specific needs and concerns relating to medicine supply.)						
MV10	Do you have plans and resources in place to continue to report current shortage issues and escalate queries for medicine supply issues unrelated to current shortages through existing regional communication channels.						
MV11	Have pharmacists and emergency planning staff met at a local level to discuss and agree local contingency and collaboration arrangements.						

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Supply of Medical Devices and Consumable Goods

ID	Question	Response yes / no	if no, why have you responded no?	Date this will be achieved by	Actions required to achieve green RAG	Commentary	RAG
MDC1	Are you aware that there is no need to stockpile additional medical devices and clinical consumables beyond business as usual stock levels. NOTE: Officials in the Department will continually monitor the situation and if the situation changes, we will provide further guidance by the end of January 2019.						
MDC2	Will you send queries about medical devices and clinical consumables provided by NHS Supply Chain to your usual contact. If you receive medical devices and clinical consumables from other suppliers, you should contact them directly with any queries as you would normally do.						
MDC3	Are you aware that the contingency plan is kept under review, and the Department will communicate further guidance as and when necessary.						
MDC4	Can you confirm you will send queries regarding medical devices and clinical consumables to mdcccontingencyplanning@dhsc.gov.uk .						

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Supply of non-clinical consumables, goods and services

ID	Question	Response yes / no	if no, why have you responded no?	Date this will be achieved by	Actions required to achieve green RAG	Commentary	RAG
NCC1	Are you aware that the Department is conducting supply chain reviews across the health and care system, and work is in progress to identify risk areas specific to primary care, adult social care and public health services.						
NCC2	Have you undertaken commercial preparation for EU Exit as part of your usual resilience planning, addressing any risks and issues identified through your own risk assessments that need to be managed locally.						
NCC4	Are you prepared (e.g. have sufficient resources) to update your planning/processes in this area based on further guidance provided by the Department on where actions should be taken locally by commissioners and providers of NHS-commissioned services.						
NCC5	Have you submitted the results of your self-assessment on non-clinical consumables, goods and services to contractreview@dhsc.gov.uk.						

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Workforce

ID	Question	Response yes / no	if no, why have you responded no?	Date this will be achieved by	Actions required to achieve green RAG	Commentary	RAG
W2	Will you ensure your providers publicise the EU Settlement Scheme to staff who are EU nationals and have actively supported them to apply for the scheme when it opens in March 2019.						
W3	Have you determined how many staff in your organisation are EU nationals?						
W4	Has your organisation got systems in place to monitor the workforce impacts of EU Exit in your primary and secondary care providers' business continuity plans and have these risks been highlighted via WorkforceEUExit@dhsc.gov.uk.						
W5	Have you ensured your providers board-approved business continuity plans include workforce planning.						
W6	Has your organisation assessed whether it has incurred a reduction in the number of EU nationals in your workforce before the UK leaves the EU. Please estimate impact in commentary .						
W11	Do you monitor the impact of EU Exit on workforce regularly, and update local business continuity plans as necessary. Please state frequency in commentary.						
W13	Have you informed staff that health and care professionals (including UK citizens), whose qualification has been recognised and who are registered in the UK before 23:00 on 29 March 2019, will continue to be registered after this point.						
W14	Have you Informed staff that health and care professionals (including UK citizens), who apply to have their qualification recognised in the UK before 23:00 on 29 March 2019, will have their application concluded under current arrangements.						

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Reporting Assurance and Information

ID	Question	Response yes / no	if no, why have you responded no?	Date this will be achieved by	Actions required to achieve green RAG	Commentary	RAG
RH1	Are you aware that in a 'no deal' scenario, the current arrangements for reciprocal healthcare and for overseas visitors and migrant cost recovery will continue to operate until 29 March 2019, depending on the reciprocal agreements that are concluded.						
RH2	Have you informed NHS Trusts and Foundation Trusts (and had confirmation response) that they should continue to maintain a strong focus on correctly charging those who should be charged directly for NHS care.						
RH6	Please confirm that there is capacity available for any further training that may be required if there are changes to the reciprocal healthcare arrangements. This should be undertaken by the Overseas Visitor Management team, and guidance and support materials will be made available to support this training.						
RH7	Will ensure your GP practices promote completion of the supplementary questions section of the GMS1 form, and then, as appropriate, send the form to NHS Digital (NHSDigital-EHIC@nhs.net) or the Department for Work and Pensions' Overseas Healthcare Team (overseas.healthcare@dwp.gsi.gov.uk).						

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Data Sharing Processing and Access

ID	Question	Response yes / no	if no, why have you responded no?	Date this will be achieved by	Actions required to achieve green RAG	Commentary	RAG
DS1	Have you investigated your organisations reliance on transfers of personal data from the EU/EEA to the UK, especially those that are critical to patient care and/or would have a serious impact upon the system if they were disrupted.						
DS2	Are you following advice from The Department for Digital, Culture, Media and Sport and the ICO on data protection in a 'no deal' scenario, in particular to determine where to use and how to implement standard contractual clauses and you have had confirmation response that action has been taken .						
DS3	Has your organisation protected data and digital assets by completing a annual Data Security and Protection Toolkit assessment. (This self-audit of compliance with the 10 Data Security Standards is mandatory, to be completed before end March 2019)						

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Finance

ID	Question	Response yes / no	if no, why have you responded no?	Date this will be achieved by	Actions required to achieve green RAG	Commentary	RAG
F1	Have you recorded costs (both revenue and capital) incurred in complying with this guidance. (Costs with a direct financial impact should be recorded separately to opportunity costs).						

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Communication and Escalation

ID	Question	Response yes / no	if no, why have you responded no?	Date this will be achieved by	Actions required to achieve green RAG	Commentary	RAG
CE1	Is your board sighted on EU Exit preparation and have taken steps to raise awareness amongst staff.						
CE2	Have you communicated EU Exit preparation actions to the wider health community including Local Health Resilience Partnerships, Local Resilience Forums and Local A&E Delivery Boards						
CE3	Have you reviewed capacity and activity plans, as well as annual leave, on call and command and control arrangements around the 29 March 2019.						
CE4	Is there an escalation route for different types of issues potentially arising from or affected by EU Exit, into the regional NHS EU Exit teams as identified in the EU Exit Operational Readiness Guidance						
CE5	Have you confirmed your organisation's Senior Responsible Officer for EU Exit preparation and identified them to your regional EU Exit team. This role should be held by a board level member and will entail providing information returns to NHS England and Improvement, reporting emerging EU Exit-related problems, and ensuring your organisation has updated its business continuity plan to factor in all potential 'no deal' exit impacts.						
CE6	Have you provided name/s of your nominated Regional NHS lead for EU Exit and their contact details to the Regional EU Exit team						
CE7	Will you escalate any issues you have identified as having a potentially widespread impact immediately to the DCO and regional EU Exit team.						
CE8	Have you identified named staff to work in a team with the Senior Responsible Officer to support EU Exit preparation, implementation and incident response.						

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Risk Assess and Business Continuity

ID	Question	Response yes / no	if no, why have you responded no?	Date this will be achieved by	Actions required to achieve green RAG	Commentary	RAG
Have you undertaken an assessment of risks associated with EU Exit for the following areas:							
RABC1	1. Potential increases in demand associated with the wider impacts of a 'no deal' exit.						
RABC2	2. Locally specific risks						
RABC3	3. Supply of medicines and vaccines						
RABC4	4. Supply of medical devices and clinical consumables						
RABC5	5. Supply of non-clinical consumables, goods and services						
RABC6	6. Workforce						
RABC7	7. Reciprocal healthcare						
RABC8	8. Research and clinical trials; and						
RABC9	9. Data sharing, processing and access						
RABC10	Have you continued business continuity planning in line with legal requirements under the Health and Social Care Act 2012						
RABC11	Does your business continuity planning take into account the EU Exit Operational Guidance, working with wider system partners to ensure plans across the health and care system are robust. These organisational and system-wide						
RABC12	Are you testing existing business continuity and incident management plans against EU Exit risk assessment scenarios. These are due by the end of February to ensure these are fit						