

**WOLVERHAMPTON CCG
PRIMARY CARE COMMISSIONING COMMITTEE
3rd September 2019**

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"> • The CCG continues to support Tettenhall Medical Practice with their patient consultation regarding their intention to close their Wood Road branch to ensure the patient's voices are heard. The consultation period has been extended to the end of August. • NE Locality workshop planned for a hub. All stakeholders invited. • 7 CQC Annual Reviews have been completed in this period. • NHSE support for primary care to remain as is until the end of the calendar year. <p>4 local Primary Care Contract visits tool place this month.</p>
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 3rd July 2019 at 1.00pm
CCG Main Meeting Room, Wolverhampton Science Park, WV10 9RU**

Present

Tally Kalea	(TK)	WCCG Commissioning Operations Manager
Jo Reynolds	(JR)	WCCG Primary Care Transformation Manager
Mandy Sarai	(MS)	WCCG Business Support Officer
Jane Worton	(JW)	WCCG Primary Care Liaison Manager
Yvette Delaney	(YD)	Inspector for Primary Medical Services Care Quality Commission (Central West)
Bal Dhami	(BD)	Senior Contracts Manager (Primary Care) NHS England
Liz Corrigan	(LC)	WCCG Primary Care Quality Assurance Coordinator
Peter McKenzie	(PMck)	WCCG Corporate Operations Manager

Item		
1.	Welcome and Introductions	
2.	Apologies Apologies for absence were received from: Tracey Cresswell; Mike Hastings; Gill Shelley and Ramsey Singh	
3.	Declarations of Interest There were no declarations of interest.	
4.	Primary Care Operational Management Group Minutes	
4.1	<u>Notes from Wednesday 12th June 2019</u> The minutes taken from the meeting on Wednesday 12 th June 2019 were signed off and recorded as an accurate record.	
4.2	<u>Action Log</u> Items on the action log were discussed.	
5.	Notes of the Clinical Reference Group Meeting	
5.1	<u>Clinical Reference Notes</u> The Clinical Reference Group did not take place last month.	
6.	Risk Profile	
6.1	<u>Risk Register</u> New risk raised by GS for Vocare and Team W. <u>Whitmore Reans</u> Review due for Whitmore Reans Practice. <u>Primary Care Hub 2</u> Review due for Primary Care hub 2	



	<p><u>Doc man</u> Review due for Doc man due this week. There are 3 practices left to migrate for Docman 10.</p> <p><u>Protected Learning Time</u> Risk assessment needs finalising.</p>	
7.	<p>Matters Arising There were no matters arising.</p>	
8.	<p>Primary Care Updates</p> <p>8.1 <u>Review of Primary Care Matrix</u> JW gave an update around the Wood Road consultation which is still ongoing</p> <p>To date there has been 742 survey responses which the Comms team are involved with as part of the Consultation process.</p> <p>Additional drop- in sessions have been put in place for the public to meet with representatives from the practice and CCG.</p> <p>A letter has been received from Eleanor Smith MP raising some concerns. As a result of this, a meeting is due to take place on Thursday 11th July. NHS PS have been invited to the meeting. The practice staff, public and SM (Steven Marshall) will be attending. Another session will be held at the end of July. The report with the options will go to the Primary Care Commissioning Committee in September. The Practice have been invited to attend to present their business case.</p> <p>APMS Mobilisation is now complete. The actions are closed.</p> <p>8.2 <u>Forward Plan for Practice System Migrations Mergers and Closures</u> TK gave an update on behalf of RS. Migrating systems have had issues merging onto the new systems. This could take a couple of weeks for it to resolve.</p> <p>8.3 <u>Estates Update/LEF</u> TK mentioned that Oxley which is based in the north east locality is looking at having a workshop for hub working and co locating practices as well as social care and other health providers. This is planned for the end of July. The site being looked at is where Dr Mittal's Practice is based. This property is part owned by NHS Properties and part owned by Accord. They are looking at acquiring the plot of land for development. A number of GP's have been invited from the area that may have an interest in moving into a co-located surgery.</p> <p>Newbridge have completed building works. Internal works are well under the way for East Park and should be completed by the end of the Financial year.</p> <p>Estates are working with PS regarding void space, consolidating practice debt and trying to consolidate debts for practices and get a plan in place for them. A meeting took place with Property Services, TK and the Estates development team who have discussed getting together to discuss Primary Care Networks.</p>	



<p>8.4</p> <p>8.5</p> <p>8.6</p> <p>8.7</p>	<p><u>Primary Care Networks (PCN)</u> Primary Care Networks- contractual arrangements are in place. DES sign up and contract variations are in place, with payments schedules agreed. Developments plans are being drawn up by each network, along with assurance that services are being provided. CD meetings are scheduled with an associated TOR agreed.</p> <p>Resilience funding is available, Wolverhampton to submit a number of bids to be clarified with JW and JR away from this meeting.</p> <p><u>Primary Care STP Update</u> GPRISS funding has now come to an end, the programmes of work have been evaluated and will now form part of the STP programme of work.</p> <p><u>Care Quality Commission Update</u> YD gave an update; The annual reviews are going well. Those completed are:</p> <ul style="list-style-type: none"> • Ashmore Park Health Centre – Outcome inspection due to previous breach of regulations at previous inspection in 2018. • Cannock Road Medical Practice, • Dr Davis Mackenzie Bush, • East Park Medical Practice, • Dr Kewal Krishan, • Bilston Family Practice, • Prestwood Road West Surgery <p>Some registration issues with some services have been identified.</p> <p>IH Medical - YD has met with Dr Ahmed. Has commenced the process to register as a new partnership. Advised to register the partnership with the two existing partners and Dr Sharma can be registered later when he has completed his due diligence.</p> <p>Health and Beyond – Registration not fully completed. All in hand. Property Services – Issues identified at inspections where GP practices are located in health care premises managed by property services. The outcome of health and safety risk assessments, maintenance, safety and security not shared or accessed by practice staff. Need to be available at inspections.</p> <p><u>NHS England Update</u> Head of Primary Care Meeting will take place next week which informs feedback to all CCG's. Currently in the process of coming together for NHSE and NHSi. Bringing together regions. This will then impact on the individual teams that provide service to the CCGs.</p> <p>Service will continue as normal up to the end of the financial year.</p>	
<p>9.</p>	<p>Primary Care Quality Update</p>	



<p>9.1</p>	<p><u>Primary Care Quality Report</u></p> <ul style="list-style-type: none"> • Serious Incident – has now been closed and went to PIGG. This related to a death of a patient. • Quality Matters – all ok • Infection Prevention –waiting for Mike to start the audit cycle. • Complaints Data -still waiting for results. • Friends & Family – all ok. • CQC –Ashfield Road,requires improvement. Practice is working through their actions. • Spirometry Training – is due for September. • Training hub –Going forward it will be up to Health Education England to develop this with a view to develop a Primary Care training academy. 	
<p>9.2</p>	<p><u>Collaborative Working Model: Practice Issues and Communication Log</u> No issues noted.</p>	
<p>10. 10.1 10.2</p>	<p>Primary Care Contracting</p> <p><u>Collaborative Contract Review Programme</u> This item was not discussed.</p> <p><u>Primary Care Contracting Update</u> Newbridge – a good visit. Saw the new build. Small issues around vaccines, but overall went really well.</p> <p>Dr Mudigonda’s – 13 actions outstanding around CQC registration. There was also a serious issue with the practice fridge. This had been escalated to screening and immunisation team. Complaints polices are out of date.</p> <p>Keats Grove – few issues around GP earnings not been made available and a couple of issues around safeguarding training certificates.</p> <p>Cannock Road surgery - few issues around safeguarding training. Face to face training had been arranged, which was cancelled. Online training has been made available. The complaints leaflets need to be updated.</p>	
<p>11. 11.1</p>	<p>Discussion Items No items discussed.</p>	
<p>12.</p>	<p>Any other Business It was suggested that it would be useful to have a CCG contact for Annual Reviews. JW asked her name be put forward for a named contact person at the CCG.</p>	
<p>13.</p>	<p>Date and time of Next Meeting – Wednesday 14th August 2019 at 13:00-14:30 in the Meeting Room 1</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: 29.7.19

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	27.7.19

