

Newsletter – February 2015

LMC Meeting 9th February 2015

At our last LMC meeting we discussed a range of issues including; Chantry Bridge options, knee care pathway, minor injury survey, primary care alcohol LES and allocation of GP appraiser's reviews.

Workforce Minimum Data Set

The GPC issued a position statement on the Workforce Minimum Data Set (WMDS) in January. The statement included advice for practices on the data submission and asked for further feedback on its implementation, so that concerns could be taken up with the Department of Health (DH).

Following this feedback, GPC advised practices to await further guidance before proceeding with the preparation of the data.

GPC has now held an urgent meeting with the DH, where we highlighted the areas of concern. The meeting was positive, with a willingness on both sides to work together to resolve the issues. We are meeting with them again very soon. GPC will also soon be in a position to share the advice received from the ICO and we are drafting a GPC response to the Privacy

Impact Assessment consultation.

Our advice remains that practices should await further guidance before proceeding with the preparation of the data. As a reminder, the first data submission will be due at the end of May, so we will issue further guidance as soon as possible.

Public health update.

Health Checks budget is underspent, due to patients not taking up their invites for the checks. Publicity campaigns are planned by RMBC Public Health and they would like real stories to publicise. Promotional packs are also being prepared for practices and due out soon.

Non-recurrent funding.

Practices are encouraged to bid for this funding. However, the funding does not cover staff or service investments, but does cover equipment issues and training.

The Retainer Scheme

The Retainer scheme is for those doctors who need to work in a part time capacity (up to 4 sessions per week).

This may be because they have other commitments.

The scheme allows time and support for education, so the GP can keep up to date and develop their career general practice, with the aim of returning to a more substantive post at some time in the future.

The Retainer Scheme combines a service commitment with an educational component

Benefits of the scheme;

- Paid time for CPD
- Regular, free study days, provided by Health Education England, Yorks and Humber (HEE)
- Educational supervisor within your practice
- Peer support
- Some reimbursement of study fees from HEE
- Sessional times to suit your requirements
- Practices receive some salary reimbursement from NHS England

For more information about the scheme please contact Dr Louise Gazeley at HEE Yorks and Humber.

louise.gazeley@yh.hee.nhs.uk

Premises Lease Update

The GPC is aware that some practices are being sent correspondence from their respective landlords which either contain 'Heads of Terms', in the case of NHS Property Services (NHSPS),

or otherwise purport to identify 'A Summary of Current Occupation' to be signed off by the practice.

Having asked BMA Law to consider these documents, the GPC is urging practices to take proper and full advice from either a lawyer or surveyor before agreeing or signing any such documents.

Please be aware that neither GPC nor the wider BMA have endorsed any standard lease. However, NHSPS have shown a significant desire to engage with the BMA and agree a sensible and mutually acceptable standard approach in respect of GPs in NHSPS properties. As a consequence the GPC, with the assistance of lawyers from BMA Law, have had (and are continuing to have) extremely constructive meetings with senior members of the NHSPS team in order to draw up a standard form of lease. At the point at which a standard lease and approach has been agreed with NHSPS, the GPC

Who should have a disclosure and barring service (DBS) check?

Practices need to:

- have a process in place for undertaking criminal record checks at the appropriate level (only for staff who require a check).
- assess the different responsibilities and activities of staff to determine if they are eligible for a DBS check and to what level.
- remember that the eligibility for checks and the level of that check depends on the roles and responsibilities of the job - not the individual being recruited - and is based on the level of

contact staff have with patients, particularly children and vulnerable adults.

The guidance above has been agreed with BMA, RCGP, NCAS and MDU.

Remember, CQC does not decide who is eligible for a DBS check or not.

If practices are unsure about who is eligible for a check or not they can contact the Disclosure and Barring Service.

Clinical staff (GPs, nurses, healthcare assistants)

Basic guidance says that clinical staff require a DBS check.

GPs will have had criminal records checks done as part of their Performers List checks. In some cases, practices may use these checks rather than obtaining an additional DBS check when the GP begins working for the practice. In such cases, the practice should be able to provide sufficient evidence of seeking appropriate assurances from NHS England that a check has been undertaken.

Non-clinical staff

There is no general requirement that non-clinical staff (such as those at reception or administrative staff) have to have a DBS check - it depends on their responsibilities. Therefore, practices may not be breaching this regulation if their non-clinical staff have not had DBS checks done.

Access to medical records alone does not mean that staff are eligible for a DBS check -

so this may rule out some administrative staff members.

Where the decision has been made not to carry out a DBS check on staff, the practice should be able to give a clear rationale as to why.

LMC Meeting

GP constituents are reminded that they are always welcome to attend meetings of the LMC as observers. The Committee meets on the second Monday of every month (except August) in the Board Room at Rotherham General Hospital

**NEXT
LMC MEETING
9th MARCH
COMMENCING
AT 7.30 PM**

OFFICERS OF THE LMC

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