

Doncaster LMC November Update



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Local Medical Committee Team

Oakwood Surgery, Masham Road, Cantley, Doncaster DN4 6BU

Contact Us	
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Email	office@doncasterlmc.co.uk
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Key Contacts	
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<p>Jane Torn Executive Officer</p>	<p>E: office@doncasterlmc.co.uk</p> 
<p>David Gibbons Executive Officer</p>	<p>E: liaison@doncasterlmc.co.uk</p> 

Information and Website Updates

Looking for advice? LMC Website Updates

Many of the questions asked by practices to Doncaster LMC have already been asked before, and the answers can often be found on our website.

We have integrated a Google Search function on our homepage so you can even search our archive of monthly updates. If you have a query, trying searching our website first – it might save you time.

www.doncasterlmc.co.uk

Doncaster LMC – Anonymous Survey

We're always keen to improve the service that we offer and ensure value for money for our members. To this end, your feedback is essential and you can now access our survey via the following link:

<https://www.surveymonkey.co.uk/r/HPHF3F5>

2017 – 2018 Seasonal Influenza Posters

The LMC website **members area** now contains a link to resources which can be used to promote your 2017 -2018 Flu Vaccination service.

Claire Wand Fund

The Claire Wand Fund is a charitable fund that makes grants to General Practitioners (GPs) to fund further education and for the provision of scholarships, including traveling scholarships. The fund welcomes applications twice a year, at least three weeks prior to the April and October trustee meetings.

Please note that the next meeting of the Trustees is on **24 April 2018**. An application form can be downloaded from: <http://www.clairewand.org>

The deadline for the 2018 Trevor Silver Memorial Essay competition is the **31 July 2018**. If you are interested please email your essay and a brief CV to:

clairewandfund@bma.org.uk

Infection Prevention & Control

To further support GP Practice Staff, these bulletins contain information on good infection prevention & control practice, plus research from some of the latest CQC inspection reports.

The latest bulletin from the Community Infection Prevention and Control team for General Practice focuses on 'Don't be a UTI dipstick!'.

<http://www.infectionpreventioncontrol.co.uk/resources/newsletter-ipc-cgc-advice-bulletin-for-gp-practices/>

International GP Recruitment Programme

NHS England's General Practice Workforce Team have now published updated on the International GP Recruitment Programme. The guidance outlines the process that CCGs and STPs should follow when submitting applications to join the newly expanded programme, which is now aiming to recruit at least 2000 GPs from overseas by 2020.

You can now access a summary document at:

<http://www.doncasterlmc.co.uk/guidance.html>

Yorkshire Smokefree

Yorkshire Smokefree have won the tender for the stop smoking service in Doncaster and the contract runs for 4 years from March 2018 with a possible 2 year extension. They plan to continue the existing subcontracting arrangements for the stop smoking locally commissioned service and the medication voucher schemes; in addition they are exploring the addition of Zyban to the service level agreement.

They provide free and confidential advice to anyone working or living within the Doncaster district who is interested in stopping smoking. This includes free sessions for all ages at convenient times and locations. For more information please visit:

<http://doncaster.yorkshiresmokefree.nhs.uk/>

Locum Insurance

The LMC executive have received a number of enquiries recently in relation to practice's review of locum insurance. The following link is a useful tool:

<https://www.bma.org.uk/advice/employment/contracts/general-practice-funding/focus-on-locum-cover-for-parental-and-sickness-leave>

However, if you require any assistance with individual / practice specific enquiries on this subject, please don't hesitate to contact **David** at: liaison@doncasterlmc.co.uk

[Registration Portal for ALL Primary Care Professionals in Doncaster](#)

Please use the form below on our website to register your details with Doncaster LMC. Your details will be added to our website advertising your availability for work in the local area.

This form can be used by anyone working in primary care in Doncaster ranging from receptionists to nurses to GPs.

<http://www.doncasterlmc.co.uk/healthcarework.html>

[Requests for medical records from the police – updated pro forma](#)

Please visit our website to access an updated **pro forma for practices that receive requests for medical records from the police.**

Following discussions with the NPCC (National Police Chief's Council) regarding signing off it has been agreed that the level of police seniority recommended to GPs to obtain before considering releasing medical records to the police is lowered from Superintendent to Inspector. The BMA have restated to the NPCC that the need for any request from the police for medical records is only made when absolutely necessary. **Please note that this is the only change to the guidance that has been made.**

http://www.doncasterlmc.co.uk/useful_forms.html

[Doncaster LMC CQC Guidance](#)

You will note we have sent you a number of updates recently in relation to the revised CQC assessment framework in 2017.

In the guidance section on our website you can now access a summary document based on the updated framework and accompanying key lines of enquiry that inspectors will be accessing. You may wish to use this in order to measure CQC readiness and to create a concerted action plan.

http://www.doncasterlmc.co.uk/useful_forms.html

RCGP Appraisal and Revalidation Survey

The RCGP has recently launched its new revalidation survey for 2017.

This is aimed at establishing how GPs currently feel about appraisal and revalidation, in addition to appraising what the College can do to support them in the future.

Since its last appraisal and revalidation survey [in 2015](#), the RCGP has produced a number of resources and worked closely with stakeholders across the UK, including the BMA, in order to reduce the burden of regulation and increase the value of appraisal and revalidation for GPs.

The RCGP are now hoping to hear from as many GPs as possible to find out how much progress has been made and what they could be doing better.

The 2017 survey can be accessed via the following link:

<https://r1.dotmailer-surveys.com/b649lxf0-d42mlw43>

GP Appointments Collection

As referred to in a previous LMC update you will be aware of a new data collection exercise. Data provision notices were previously issued to practices on Monday 9th October 2017 so it is important that this has been accepted on **CQRS**.

Please note **practices are legally required to**, under section 259(5) of the Health and Social Care Act to provide the data; they are mandated to participate and to do so by confirming their participation through CQRS.

The extraction will commence after **20th November 2017**.

This is an automatic extraction (**no implications for practice workload**) and data will be sent directly from the system suppliers to NHS Digital.

EMIS will be a manual extraction expected to become automated from 1 April 2018; please note this will be manually extracted by EMIS and not the practice and no patient identifiable data is to be extracted.

This will be a weekly extraction collecting data of individual appointments including the following:

- **Start time**
- **When booked**
- **How booked**
- **Was it attended**
- **Was it cancelled**
- **Was it DNA'd**
- **Who with (GP/Nurse/HCA)**
- **Type: Face to Face / Telephone Triage / Home Visit**

NHS Digital will undertake data quality checks but the timeline for this is unknown as yet.

When complete NHS England's central analytical team will undertake the majority of this analysis and produce a dashboard.

Currently NHSE are awaiting further information as to when this is available. NHS Digital also has a duty to publish the data also but how and when this is done is yet to be determined.

Hilltop Safety Services – LMC Buying Group

In line with recent CQC guidance we have been contacted by practices about compliance with various aspects associated to the updated key lines of enquiry. The following information may be useful for you in terms of health, safety, fire and infection control compliance in general practice.

Hilltop Safety Services are a current member of the National LMC Buying Group and have been formed to assist Primary Care, especially practices that may need extra assistance following a CQC or a Regulatory Body visit; in order that relevant issues that the CQC, HSE and Fire Authorities require are fully met.

Their mission is to assist healthcare organisations who may require compliance advice and assistance to ensure that they are Health, Safety and Fire Compliant.

This includes an **auditing service**, where they audit a healthcare provider from a Health, Safety, Fire and Infection Control standpoint and advise on any potential gaps that may be present for the completion of statutory documentation.

To access further information please visit:

<https://www.hilltopsafety.co.uk/>

Contact Details

Craig Hill
Senior Consultant

Telephone	07921 564404
Email	hilltopss@outlook.com

Free Solicitors Advice Day

Last year Doncaster LMC hosted a free solicitors advice day, which a number of GPs and Practice Managers found extremely useful.

Therefore, we are pleased to announce that we will be running another event in the new year with **Veale Wasbrough Vizards** (Lockharts merged with this company in January 2017).

Current topics of interest include (but are certainly not limited to):

- **Mergers and "super" partnerships;**
- **Provider entities;**
- **Premises and lease work;**
- **Practice contract and structural arrangements;**
- **Regulation;**
- **Federating;**
- **General practice and rural dispensing;**
- **Professional registration;**
- **Dispute resolution;**
- **Mediation and arbitration; and**
- **24 hour retirement and pension arrangements**

If you are interested in booking a free 40 minute session on Thursday 8th January please let Jane know as soon as possible as these slots are filling fast!

PLEASE NOTE THERE ARE NOW ONLY 2 SESSIONS AVAILABLE

11:10am

3pm

Please also provide a brief outline of what you would like to discuss so we can pass this on to the solicitors prior to the day.

Telephone	01302 531 223
Email	office@doncasterlmc.co.uk

Mental Capacity Act 2005 – Assessment under the Deprivation of Liberty Safeguards (MCA DOLS)

GPs and practice staff must have a good understanding of the Mental Capacity Act (MCA) 2005 and the Deprivation of Liberty Safeguards (DoLS) to ensure that they can act in a patient's best interest.

Under the Mental Capacity Act Deprivation of Liberty Safeguards (MCA DOLS), six assessments have to be successfully conducted before a local authority (supervisory body) can authorise the deprivation of an individual's liberty in a hospital or a care home. These assessments must be carried out by appropriately qualified assessors appointed by the supervisory body.

Assessments must be completed within 21 days for a standard deprivation of liberty authorisation, or, where an urgent authorisation has been given, before that authorisation expires.

Summary of Assessments

1. Age assessment

- Confirmation that the individual is 18 year of age or older.
- Undertaken as part of the best interest assessment.

2. No refusal assessment

- Confirmation that standard authorisation does not conflict with any other pre-existing decision making authority.
- Undertaken as part of the best interest assessment.

3. Mental capacity assessment

- Confirmation that the individual lacks capacity to decide about their deprivation of liberty.
- Undertaken as part of the mental health assessment or best interest assessment.

4. Mental health assessment

- Confirmation of the existence of a mental health disorder as defined in the [Mental Health Act 1983](#).
- The doctor carrying out this assessment must be approved under Section 12 of the Mental Health Act 1983 or be a registered medical practitioner with at least 3 years post registration experience in the diagnosis or treatment of mental disorders.

5. Eligibility assessment

- Confirmation of eligibility for DOLS.
- **Please note this is not a role of the GP.**

6. Best interest assessment

- Confirmation that DOLS is in the best interest of the individual.
- The assessor must not be involved in the care or treatment of the individual they are assessing. As such, the registered GP of the individual is not suitable for this role.

Who can carry out the assessments?

While the six assessments do not have to be completed by different assessors, there must be a minimum of two assessors – **the mental health and best interests assessors must be different people.**

Mental health – the assessment must be carried out by a doctor, and the doctor has to be approved under section 12 of the Mental Health Act 1983, or be a registered medical practitioner with at least three years' post-registration experience in the diagnosis or treatment of mental disorder, for example, a **GP with a special interest.**

Doctors will need to complete training for deprivation of liberty mental health assessors provided by the Royal College of Psychiatrists and keep their training up to date.

Best interests – the assessment must be undertaken by an Approved Mental Health Professional (AMHP), social worker, nurse, occupational therapist or chartered psychologist. Best interest assessors must have two years' post-qualification experience and have completed approved training to be a best interests assessor. In addition, they must not be involved in the care or treatment of the individual that they are assessing.

Age assessment and no refusals assessment – anyone who is eligible to carry out a best interests assessment is also eligible to carry out an age assessment and a no refusals assessment.

Mental capacity assessment – can be undertaken by anyone who is eligible to act as a mental health or best interests assessor.

Eligibility assessment – must be completed by either:

- A mental health assessor who is also a section 12 approved doctor; or
- A best interests assessor who is also an approved mental health professional (AMHP).

Quick summary

1. Supervisory bodies have a legal obligation to provide assessors.
2. It is not a requirement of **the registered GP** to perform any of the assessment functions.
3. There must be a minimum of two assessors.
4. The mental health assessor and best interest assessor must be different people.
5. There is no longer a requirement to report a death that occurs whilst under DOLS to the Coroner.

You can also access a summary and download from NHS England via the LMC members area at:-

<http://www.doncasterlmc.co.uk/guidance.html>

Self-Medicating Patients & Sharps Disposal

Provision of sharps bins

Where the householder is a self-medicating patient who uses injectables (for example a person with diabetes) with no healthcare worker involved in the administration, the GP or healthcare worker should prescribe the householder a sharps bin relevant to the medication being administered and advise them of local disposal options.

Use of sharps bin

The patient should be trained in how to use the sharps bin before to ensure that they understand its use and ensure it is correctly sealed and labelled. **This can be done by the dispensing pharmacist.**

Disposal of sharps bin

Once the sharps bin is filled to the “fill line”, it should be sealed by the patient.

**The patient should then contact SRCL on 0333 240 5253
to arrange pick up of the sharps bin.**

When arranging pick up, the householder will need to provide the following details:

- **Name**
- **DOB**
- **Address**
- **Telephone number**
- **GP practice details,**
- **Which medication they are injecting**
- **How big the sharps bin is (it is on the side of the bin)**

Doncaster GP Urgent Transport Service

From the 1st November 2017 Doncaster will have access to a new Patient Transport Service specifically for the transport of **NON EMERGENCY** patients requiring hospitalisation after being clinically assessed by their GP.

This service will be provided by **St John Ambulance (SJA)** and will operate specifically within a 1 to 4 hour window; therefore only for patients who have a need to be in a hospital environment but are clinically safe to wait between 1 to 4 hours. The service will operate Monday to Friday between the hours of 9am and 5pm.

Any patient that requires emergency transport or immediate transport (1 hour or less) will still need to be booked through Yorkshire Ambulance Service via the existing emergency number (999) and urgent number (0300 3300244)

What will the new service offer?

The new Service provide by SJA will offer Doncaster practices 3 windows for transport to ensure eligible patients arrive in line with their assessed medical needs.

- **Patients required to be at hospital within 90 minutes**
 - **Patients required to be at hospital within 120 minutes**
 - **Patients required to be at hospital within 240 minutes**
- Patients will be prioritised based upon the clinical timeframe as assessed by their GP

The vehicles carrying out these journeys will be of a higher specification than previous PTS vehicles and will be manned by medically trained technician crews.

How is the service accessed?

Practices can access the service by calling the **Doncaster Booking & Screening team** on:
01302 644594/3/2

Callers will need the following information when booking:

- **Patients Details – Name, NHS number, date of birth**
- **Name of GP and Surgery Practice Code**
- **Name of requester**
- **Pick up address of patient and contact number for this address**
- **Mobility of patient i.e. stretcher/wheelchair/wheelchair transfer or walker**
- **Is patient over 16 stone**
- **Access to from and the property - steps, ramp, narrow doorways/hallways etc.**
- **Diagnosis/condition**
- **Timeframe in which patient needs to be at hospital (90, 120, 240 mins)**
- **Any infections e.g. MRSA**
- **Is there a DNAR in place, is patient on oxygen**
- **Will an escort be travelling with patient**
- **Has a GP carried out a home visit or was it a telephone assessment**
- **Destination details/address - Hospital ward or department**

Please note – Eligibility criteria will be applied to all journeys and will only be available for patients with a medical need for transport



CQC – Update & Request for Volunteers

Following the publication of their recent consultation [response](#), CQC are now beginning to test and refine various proposals on how they will regulate general practices.

Please note this will include a process of annual ‘**provider information collection**’ from practices (as indicated on pages 17-18 in the link above).

This collection will replace the **pre-inspection request** for the 93% of practices with an overall rating of good or outstanding. The information will be used to help CQC monitor potential changes to quality of care being delivered during the intervals between inspections (**inspection intervals** will be a maximum of **five years**, with **20%** of practices inspected each year).

Currently Actica Consulting are working on behalf of CQC to engage practices while they design and build the system to do this. Their role is to ensure what CQC build works for practice and their processes.

CQC / Actica are looking to recruit **volunteers** who may be willing to participate in some **research interviews** between 21st November 2017 and 5th December 2017. Each interview should take no more than an hour and the most appropriate person to take part would be the person most likely to respond to a request from CQC for information. It is anticipated that in most practices this would be the **Practice Manager**.

If you would like to express an interest in participating in this research you can contact the individual below directly:

Contact Details

Daniel McAlonan

BMA – Head of Regulation, Education & Training
Professionalism & Guidance Policy Directorate

Telephone	0207 383 6369
Email	dmcalonan@bma.org.uk

GPDR Update

As you will be aware the GDPR comes into force on **25th May 2018**. Currently, the General Practitioners Committee (GPC) GP IT team is in discussions with NHS England and awaiting guidance that is being created for GPs. The BMA Ethics Team will also be producing guidance for GPs but as yet the final legislation which will turn GDPR into UK law has not been agreed by Parliament. GPC and others are lobbying for changes to diminish the impact of GDPR on GPs.

As soon as these documents become available we will update practices.

What remains to be seen is whether any exceptions or changes will be made for medical records and whether GPC can negotiate any way of compensating practices for the loss of income that they currently stand to experience.

Practices won't be able to charge for subject access requests and the timescale for responding to requests for information will shorten from 40 days to a month.

BMA's existing guidance on the Data Protection Act will help practices be prepared for GDPR, as many of the core principles are the same. The guidance can be accessed via:

<https://www.bma.org.uk/advice/employment/ethics/confidentiality-and-health-records/gps-as-data-controllers>

In addition, the IG Portal contains a GDPR folder where you will find a variety of documents such as a GDPR Action Plan, the GDPR Overview and 12 steps to take to prepare:

https://portal.yhcs.org.uk/web/information-governance-portal/gp-igt-guidance?_20_folderId=12147008&_20_displayStyle=descriptive&_20_viewEntries=1&_20_viewFolders=1&_20_struts_action=%2Fdocument_library%2Fview&p_p_id=20&p_p_lifecycle=0&_20_entryStart=0&_20_entryEnd=20&_20_folderStart=0&_20_folderEnd=20&_20_action=browseFolder

Job Vacancies

Our monthly update is sent to all LMCS in the SY area. We are be happy to advertise any of your vacancies

[For the full details on any of these vacancies please see the separate attachment in our email!](#)

<u>Vacancy</u>	<u>Practice</u>	<u>Closing Date</u>
Partner / Salaried GP	Dunsville Medical Centre	N/A
Salaried GP / Partner	The New Surgery	N/A
Salaried GP / Partner	Barnburgh Surgery	N/A
Salaried GP	St John's Group Practice	N/A
Salaried GP	Tickhill & Colliery	N/A
Salaried GP	Regent Square	N/A
Salaried GP	The Lakeside Practice	N/A
Salaried GP	West End Clinic	N/A
Salaried GP	White House Farm	N/A
Salaried GP	Mexborough Health Centre	N/A
ANP	Barnburgh Surgery	N/A

Monthly Update

MONTHLY REMINDER TO ALL GPs THAT THE LMC OFFICERS ARE WILLING AND ABLE TO PROVIDE ADVICE AND SUPPORT (TOGETHER WITH REPRESENTATION, IF REQUIRED), TO ANY GP WHO MAY BE THE SUBJECT OF A COMPLAINT

Concerned about a colleague?

NHS General Practice is under unprecedented pressure. As such, we are all at risk of work related stress, burn out and depression.

Often, the symptoms of these are insidious and can be more obvious to those around us than to ourselves.

So, if you have concerns about a colleague and feel that they need our support, we'd like to hear from you.

Doncaster LMC has launched a confidential web based reporting tool where you can share your concerns about a colleague at risk of burnout and ask for our support.

<http://www.doncasterlmc.co.uk/colleaguefbk.html>

This tool is designed to be supportive so that those identified can be helped by Doncaster LMC, signposted on to support services or be personally assisted through difficult times by officers of the committee.

We stress that the online tool must not be used for reporting safety concerns regarding a colleague's clinical practice. Read more about the tool at:-

<http://www.pulsetoday.co.uk/your-practice/battling-burnout/gps-given-chance-to-anonymously-raise-concerns-about-colleagues-burnout/20010472.article>

All GPs on Doncaster Performers List (and medical students) are welcome to attend any LMC meeting as an observer. Please let the office know if you plan to attend.



Next LMC Meeting	
When?	Monday 8th January 2018
Time?	7:30pm
Venue?	Doncaster Golf Club DN4 7NY



Give the gift of 5 minutes

Helping yourself and your team to remain mentally fit and healthy is vital.

Give yourself five minutes during your break with free mindfulness and meditation previews from Headspace.

If you ever find yourself struggling to cope, or just need to talk to someone, contact BMA counselling or the Doctor Advisor service on **0330 123 1245**.

bma.org.uk/givethegift