

## Primary Care Commissioning Committee 2018/19

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|---------------------------|---|
| <b>Date of Meeting:</b>   | 25 May 2018   |
| <b>Agenda Item:</b>       | 2.3   |
| <b>Subject:</b>           | Primary Care Work Programme 2018/19   |
| <b>Reporting Officer:</b> | Kate Hudson   |
| <b>Aim of Paper:</b>      | To seek approval from the Committee on the Primary Care Work programme for 2018/19. |

| Governance route prior to Primary Care Commissioning Committee | Meeting Date              | Objective/Outcome |
|--|---------------------------|-------------------|
| Primary Care Commissioning Committee                           | Select date of meeting.   | Click to Select   |
| Primary Care Contracts, Estates and Finance Sub-Committee      | Select date of meeting.   | Click to Select   |
| Primary Care Innovation and Transformation Sub-Committee       | Select date of meeting.   | Click to Select   |
| Primary Care Quality and Performance Sub-Committee             | Select date of meeting.   | Click to Select   |
| Other  | Click here to enter text. |                   |

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|--|---|
| <b>Primary Care Commissioning Committee Resolution Required:</b> | Approval/Decision   |
| <b>Recommendation</b>  | The Committee are asked to approve the Primary Care work programme for 2018/19. |

| Link to Strategic Objectives |   | Contributes to:<br>(Select Yes or No) |
|------------------------------|---|---------------------------------------|
| <b>SO1:</b>                  | To be a high performing CCG, deliver our statutory duties and use our available resources innovatively to deliver the best outcomes for our population. | Yes                                   |
| <b>SO2:</b>                  | To deliver on the outcomes of the Locality Plan in respect of <b>Prevention and Access</b> (Prevention and Self Care)                                   | No                                    |
| <b>SO3:</b>                  | To deliver on the outcomes of the Locality Plan in respect of <b>Neighbourhoods &amp; Primary Care</b> (Getting help in the Community)                  | Yes                                   |
| <b>SO4:</b>                  | To deliver on the outcomes of the Locality Plan in respect of <b>In Hospital - Planned</b> (Getting more help)  | No                                    |
| <b>SO5:</b>                  | To deliver on the outcomes of the Locality Plan in respect of <b>In Hospital - Urgent Care</b> (Getting more help)                                      | No                                    |
| <b>SO6:</b>                  | To deliver on the outcomes of the Locality Plan in respect of <b>Children, young people and families</b>  | No                                    |
| <b>SO7:</b>                  | To deliver on the outcomes of the Locality Plan in respect of <b>Mental Health</b>  | No                                    |

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| <b>Risk Level:</b> (To be reviewed in line with Risk Policy)               | Not Applicable   |
| <b>Comments</b><br>(Document should detail how the risk will be mitigated) | All risks will be managed by the individual projects and its associated risk levels and governance. Risk will also be linked to other CCG risk registers as appropriate. |

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|---|-----------------------------------|
| <b>Content Approval/Sign Off:</b>                                     |                                   |
| <b>The contents of this paper have been reviewed and approved by:</b> | Head of Primary Care, Kate Hudson |
| <b>Clinical Content signed off by:</b>                                | Not applicable                    |
| <b>Financial content signed off by:</b>                               | Not Applicable                    |

|   | <b>Completed:</b> |
|---|-------------------|
| Clinical Engagement taken place                       | Not Applicable    |
| Patient and Public Involvement                        | Not Applicable    |
| Patient Data Impact Assessment                        | Not Applicable    |
| Equality Analysis / Human Rights Assessment completed | Not Applicable    |

### **Executive Summary**

The Primary Care Commissioning Committee is asked to note the content within the 2018/19 Work Programme (appendix A). The work programme includes:

1. Transformation – Primary care contribution to support the delivery of the Locality Plan, General Practice Forward View and Greater Manchester Primary Care Reform.
2. Business As Usual – Management of General Medical Services contracts and the Quality Programme
3. Business Intelligence & Support – To inform and support primary care commissioning projects.

The Committee are asked to approve the proposed team work plan to support delivery of primary care priorities for 2018/19.

PRIMARY CARE WORKPLAN 2018/19

| Programmes                              | Projects   | Milestones  | Project lead                | Start Date                      | End Date        |
|---|--|---|-----------------------------|---------------------------------|-----------------|
| Transformation / Locality Plan Projects | CORE+2   | Contract input and Mobilisation   | Kayleigh Harrison           | Apr-18                          | Apr-18          |
|   |  | CORE+1 evaluation   |                             | Apr-18                          | Apr-18          |
|   |  | Tactical Commissioning Support  |                             | Apr-18                          | Mar-19          |
|   |  | Qtr. 1 milestones, monitoring and reporting   |                             | Jul-18                          | Jul-18          |
|   |  | Qtr. 2 milestones, monitoring and reporting   |                             | Oct-18                          | Oct-18          |
|   |  | Qtr. 3 milestones, monitoring and reporting   |                             | Jan-19                          | Jan-19          |
|   |  | Qtr. 4 milestones, monitoring and reporting   |                             | Apr-19                          | Apr-19          |
|   |  | Primary Care Academy (inc. support for International recruitment and Enhanced Training Practice)  |                             | Contract input and Mobilisation | Gill Pilkington |
|   | Tactical Commissioning Support                           |   | Apr-18                      | Mar-19                          |                 |
|   | Qtr 1 milestones, monitoring and reporting               |   | Jul-18                      | Jul-18                          |                 |
|   | Qtr 2 milestones, monitoring and reporting               |   | Oct-18                      | Oct-18                          |                 |
|   | Qtr 3 milestones, monitoring and reporting               |   | Jan-19                      | Jan-19                          |                 |
|   | Qtr 4 milestones, monitoring and reporting               |   | Apr-19                      | Apr-19                          |                 |
|   | Focused Care Workers                                     | Qtr 1 reporting and assurance   | Shaju Ahmed                 | Jul-18                          | Jul-18          |
|   |  | Qtr 2 reporting & Patient data matching to locality outcomes  |                             | Oct-18                          | Oct-18          |
|   |  | Qtr 3 milestones, monitoring and reporting  |                             | Jan-19                          | Jan-19          |
|   |  | Boroughwide coverage  |                             | Apr-18                          | Mar-19          |
|   |  | Qtr 4 milestones, monitoring and reporting  |                             | Apr-19                          | Apr-19          |
|   | Online Consultation                                      | Mobilisation: comms, marketing, demo and training   | Gemma De Cet                | Apr-18                          | Apr-18          |
|   |  | Pilot live - 4 GP sites   |                             | May-18                          | May-18          |
|   |  | Monthly assurance and monitoring  |                             | May-18                          | Jul-18          |
|   |  | Evaluation reporting  |                             | Aug-18                          | Aug-18          |
|   | Locality Transformation Plan                             | Support for Clinical Pharmacists  | Kate Hudson                 | Apr-18                          | Mar-19          |
|   |  | Support to EASY Hubs  | Paul Filer                  | Apr-18                          | Mar-19          |
|   |  | Support for Urgent Care workstreams (including Urgent Primary Care and Care Homes)  | Kate Hudson                 | Apr-18                          | Jun-18          |
|   |  | Support for Directory of Services (DOS)   | Gemma De Cet                | Apr-18                          | Mar-19          |
| Integrated Prevention System            |  | Shaju Ahmed   | Apr-18                      | Mar-19                          |                 |
| Locality Workforce Transformation       |  |   | Apr-18                      | Mar-19                          |                 |
| Business As Usual (BAU)                 | Primary Care Improvement Projects                        | Primary care resilience   | TBC                         | Jun-18                          | Mar-19          |
|   |  | At Scale projects   |                             |                                 |                 |
|   | Core Contract Management                                 | As and when required around GMS/PMS/APMS Contract Management, CQC advisories, merger and splits, partnership changes, boundary alterations, list closures, breach / remedial / termination notices, complaints and dispute resolution | Sarah Hickman               | Apr-18                          | Mar-19          |
|   |  | GP Excellence Programme / RCGP support  |                             | Apr-18                          | Mar-19          |
|   | Primary Care Quality Programme                           | 36 GP practices managed/monitored at different stages (routine, enhanced and advance) annual rolling programme with regular reporting   | Sarah Hickman               | Apr-18                          | Mar-19          |
|   | Support for GP Serious Untoward Incident (SUI) Reporting | Pilot Mobilisation (4 practices)  | Sarah Hickman               | Apr-18                          | Jun-18          |
|   |  | Boroughwide Mobilisation  |                             | Jul-18                          | Sep-18          |
|   |  | Monitoring, Analysis and reporting  |                             | Jul-18                          | Mar-19          |
|   | Special Allocation Scheme panel and appeals              | Mobilisation (Policy development)   | Sarah Hickman               | Apr-18                          | May-18          |
|   |  | Management of appeals as they arise   |                             | Apr-18                          | Mar-19          |
|   | National Flu Immunisation Programme                      | Support with comms and engagement to increase uptake  | Sarah Hickman               | Apr-18                          | Apr-18          |
|   | Estates Development                                      | Kirkholt Project Development - Support Business Case and 3PD development  | Shaju Ahmed / Paul Filer    | Nov-17                          | Jun-18          |
|   |  | Clough Street Business case development   |                             | Apr-18                          | Dec-18          |
|   |  | HMR Locality Asset Review (primary care input)  |                             | May-18                          | Mar-19          |
|   |  | Primary Care Estates Strategy   |                             | Apr-18                          | Sep-18          |
|   |  | ETTF - Milnrow Hub OBC  |                             | Apr-18                          | Jul-18          |
|   | Interpreter Service Procurement                          | Specification Development   | Gill Pilkington             | Apr-18                          | May-18          |
|   |  | Procurement   |                             | May-18                          | May-18          |
|   |  | Contract award  |                             | Jun-18                          | Jun-18          |
|   | Support for Urgent Primary Care                          | Out of Hours redesign support   | Kate Hudson                 | Apr-18                          | Dec-18          |
| Support for Winter resilience           |  | Sep-18  |                             | Mar-19                          |                 |
| GM Capacity Returns                     |  | Dec-18  |                             | Dec-18                          |                 |
| Domiciliary Phlebotomy                  | Revise existing spec with clinical input                 | Kayleigh Harrison   | Apr-18                      | May-18                          |                 |
|   | Procurement  |   | May-18                      | May-18                          |                 |
|   | Contract award   |   | Jun-18                      | Jun-18                          |                 |
| Business Intelligence & Support         | Business Intelligence                                    | LCS reconciliation and reporting  | Rik Belfield / Gemma De CET | Apr-18                          | May-18          |
|   |  | Data Quality Audit evaluation report  |                             | Apr-18                          | May-18          |
|   |  | Data Quality Dashboard and Pack updates   |                             | Apr-18                          | Mar-19          |
|   |  | Managing GMSS Data Quality workprogramme  |                             | Apr-18                          | Mar-19          |
|   |  | Monitoring, Analysis and reporting to support BAU and Transformation projects   |                             | Apr-18                          | Mar-19          |