

# SHEFFIELD LOCAL MEDICAL COMMITTEE

# NEWSLETTER

## AUGUST 2007

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### **CONFIDENTIALITY AND DISCLOSURE OF INFORMATION TO PCTS IN PRIMARY CARE SETTINGS**

The BMA has recently produced the above guidance, which covers confidentiality and disclosure of patient identifiable information to PCTs for secondary purposes when the data are held by contractors/GPs who provide or perform general practice services.

A copy of the guidance can be obtained by:

- downloading it from the BMA website  
[http://www.bma.org.uk/ap.nsf/AttachmentsByTitle/PDFconfiddisclosureinfopcts/\\$FILE/Guidance+for+GP%27s+on+confidentiality+and+disclosure+of+information+for+secondary+uses+-+August+2007.pdf](http://www.bma.org.uk/ap.nsf/AttachmentsByTitle/PDFconfiddisclosureinfopcts/$FILE/Guidance+for+GP%27s+on+confidentiality+and+disclosure+of+information+for+secondary+uses+-+August+2007.pdf)

- emailing a request for an electronic copy (in pdf format) to [administrator@sheffieldlmc.org.uk](mailto:administrator@sheffieldlmc.org.uk)

### **POLICE REQUESTS FOR DOCUMENTATION OF INJURIES**

In 2005 communications between Sheffield LMC and South Yorkshire Police appeared to resolve the issue of patients being sent to their GP for documentation of injuries when no medical treatment was required. South Yorkshire Police reminded its officers, the Crown Prosecution Service and lawyers that patients should not be sent to their GP in these circumstances.

The LMC has recently been made aware of such requests occurring in the north of the city and would like to ascertain the scale of the problem,

prior to reopening negotiations with South Yorkshire Police.

It would be appreciated if practices could email the LMC office via [administrator@sheffieldlmc.org.uk](mailto:administrator@sheffieldlmc.org.uk) with specific details if any of your patients are sent to you by the police for documenting of their injuries when no medical treatment is required.

### **REFERRAL OF PATIENTS TO DISTRICT NURSING TEAMS**

Following the LMC's recent email to practices regarding the referral form Single Point of Nomination for Case Management, the LMC has been reassured that referral to case managers by GPs should be via district nurses. It should be the case manager who completes the form and sends it to SCAN.

Locality managers have been asked to confirm, with their team leaders, what communication systems they have in place and that it has been discussed and agreed with their practices.

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**ISSUING OF MEDICAL  
CERTIFICATES BY HOSPITAL  
TRUST STAFF**

Sheffield Teaching Hospitals NHS Trust has recently approved guidance on issuing of medical certificates by Trust staff to patients.

It is hoped that this will eliminate GP appointments being used purely for the issuing of medical certificates, when it would have been appropriate for the hospital Trust to provide the certification.

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**ACCEPTING DONATIONS  
FROM PATIENTS**

The GPC has recently produced guidance on this issue which is governed by both contractual and ethical perspectives.

A copy of the guidance can be obtained by:

- downloading it from the GPC website  
[http://www.bma.org.uk/ap.nsf/AttachmentsByTitle/PDFpatientdonations0807/\\$FILE/Accepting+donations+from+patients+-+August+2007.pdf](http://www.bma.org.uk/ap.nsf/AttachmentsByTitle/PDFpatientdonations0807/$FILE/Accepting+donations+from+patients+-+August+2007.pdf)
- emailing a request for an electronic copy (in pdf format) to [administrator@sheffieldlmc.org.uk](mailto:administrator@sheffieldlmc.org.uk)

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**REFERRAL FOR ORTHOTIC  
DEVICES**

The LMC has been in communication with the PCT for some time regarding referral of patients for orthotic devices.

The PCT has met with a number of clinicians and has agreed a programme of work to consider this

issue in detail, with a view to commissioning an alternative service that would be directly available to primary care. Further work is due to take place over the next couple of months and progress will be reviewed at a further meeting in October.

If any GPs would be interested in being involved with this piece of work, it would be appreciated if contact details could be forwarded to the LMC office via:

[administrator@sheffieldlmc.org.uk](mailto:administrator@sheffieldlmc.org.uk).

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**GP TRAINERS – CPD  
ALLOWANCE**

There has been some confusion nationally around the payment of the £750 continuing professional development (CPD) allowance to GP trainers, first awarded by the Doctors and Dentist Review Body in 2005.

The Department of Health recently confirmed that it was payable for 2006/07 following reports that payments had not been received in some areas.

Sheffield LMC has received confirmation that all Sheffield GP trainers should have received a communication from Professor Pat Lane detailing how to claim any outstanding payments. The Yorkshire and Humber Strategic Health Authority is under the impression that this is not an outstanding issue for Sheffield.

If any GP trainers have any outstanding concerns regarding the 2006/07 payment, it would be appreciated if they could put these in writing to the LMC office via:

[administrator@sheffieldlmc.org.uk](mailto:administrator@sheffieldlmc.org.uk)

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**DIRECTIONS TO STRATEGIC  
HEALTH AUTHORITIES  
CONCERNING GP REGISTRARS**

The Directions to Strategic Health Authorities concerning GP Registrars have been amended and signed off by the Department of Health.

These include amendments to the provisions for car allowance, pay protection and maternity.

The full amended Directions can be accessed via:

<https://www.nhsemployers.org/pay-conditions/pay-conditions-469.cfm>

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**APPOINTMENT TO GP  
SPECIALTY REGISTRAR POSTS  
– TRANSITIONAL  
ARRANGEMENTS**

A new single training grade has been introduced to cover all levels of post-Foundation training in all specialties. GP Registrars will in future be known as GP Specialty Registrars.

The GPC and NHS Employers have agreed guidance on transitional arrangements for the new grade, which can be accessed via:

[http://www.bma.org.uk/ap.nsf/AttachmentsByTitle/PDFGPregtransarr0707/\\$FILE/GP+registrar+posts+-+GPC-+NHSE+guidance+on+transitional+arrangements+-+July+2007.pdf](http://www.bma.org.uk/ap.nsf/AttachmentsByTitle/PDFGPregtransarr0707/$FILE/GP+registrar+posts+-+GPC-+NHSE+guidance+on+transitional+arrangements+-+July+2007.pdf)

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**FRAMEWORK FOR A WRITTEN  
CONTRACT OF EMPLOYMENT –  
GUIDANCE FOR GP SPECIALTY  
REGISTRARS**

The GP Registrar framework contract has been revised and agreed with the Committee of General Practice Education. The updated version is available on the BMA website at:

[http://www.bma.org.uk/ap.nsf/AttachmentsByTitle/PDFframecontractGPrregs0707/\\$FILE/Framework+for+a+written+contract+of+employment+-+GP+registrars+-+July+2007.pdf](http://www.bma.org.uk/ap.nsf/AttachmentsByTitle/PDFframecontractGPrregs0707/$FILE/Framework+for+a+written+contract+of+employment+-+GP+registrars+-+July+2007.pdf)

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**CHOICE AND BOOKING DES  
2007/08 – USE OF CHOICE  
READ CODES**

The GPC has requested that LMCs make GPs in their area aware of the following:

The arrangements for measuring the Choice component of the 2007/08 Choice and Booking DES have yet to be finalised but achievement is likely to be measured using the GP patient survey, with sampling based partly on data extracted using the new Choice Read codes.

The following read codes have been available since October 2006:

**9kK..**

Choice and Booking – enhanced services administration (4 byte and version 2)

**XaMJJa**

Choice and Booking – enhanced services administration (version 3)

**222711000000102**

Choice and Booking – enhanced services (SNOMED).

These are designed to record patients who have been referred for a first consultant outpatient appointment to a service where Choice is offered.

Most practices will not be using these yet but should start doing so **soon as possible** if they wish to participate in the Choice element of the DES.

The GPC has expressed concern that in a small number of cases technological problems in the use of read codes may cause problems in the administration of the GP patient survey and associated Choice payments. The Department of Health is seeking to address these issues to minimise potential problems.

It is important to note that if practices choose not to use the new Choice Read codes they will be ineligible for the Choice payment.

**GP INVOLVEMENT WITH THE HEALTH SCREEN CLINIC**

The LMC has been made aware that a company called Health Screen Clinic has been targeting practices in different regions with regard to its screening services. The company involves the practice by paying a fee to rent space at the weekend to carry out, in particular, abdominal aortic

aneurysm screening. It also involves the practice in sending out letters to the target group of patients, on practice headed paper, inviting them to take up this private screening service.

Practices could be deemed to be in breach of their GMS or PMS contract for breaking regulation 24 in relation to fees and charges, as they are receiving an indirect fee for their involvement in letting this private company screen their patients. The level of involvement in the company's operations and the payment of a fee for rent, means that this goes beyond any allowance to rent practice space to an individual practitioner or company as permitted in the Premises Directions.

The practices are in breach of the Data Protection Act. They hold patient data as part of their NHS contract. It was never intended, and patients are not aware or indeed have consented to their personal data being utilised for the purpose of advertising private services.

The practices could be deemed to be in breach of the GMC's Good Medical Practice (probity guidance) and therefore may be open to 'fitness to practice' procedures.

**VAT ON DWP MEDICAL REPORTS**

The GPC has recently issued an update **for doctors who are registered for VAT at the current threshold of over £64,000 of VAT liable income:**

As you will be aware, from 1 May 2007 doctors who were registered for VAT had to charge this tax on medical reports (for which a fee is payable) supplied to the Department for Work and Pensions (DWP). Most of these reports will be requested by the Disability and Carers Services (DCS) in relation to claims for Disability Living Allowance and Attendance Allowance. In order to add VAT to the fee the DCS needs to know whether the doctor is VAT registered. The reports where VAT is chargeable are the GP factual report and DS1500.

In order to facilitate these changes the DCS has made changes to their fee claim form (DBD36) which accompanies the GP report. Section B4 has been updated and will now include a section asking whether the doctor is VAT registered and, if so, to give their VAT number. Whenever this section has been completed the DCS will add VAT (at the standard rate of 17.5%) to the fee.

The fee claim form for DS1500 is included with the pack of forms. These forms are being amended in the same way as the GP fee claim form for the factual report. However, doctors may already hold stocks of these reports and accompanying fee claims. In such cases the DCS has requested that doctors should write their VAT number on the fee claim or, alternatively, attach a VAT invoice. Whenever this additional information is supplied VAT will be added to the fee at the standard rate of 17.5%.

Further guidance regarding VAT on medical services can be found on the BMA website at:

<http://www.bma.org.uk/ap.nsf/Content/VATonmedicalservices>.

Further guidance regarding the completion of forms and certificates for the DWP can be found on:

[www.dwp.gov.uk/medical](http://www.dwp.gov.uk/medical).

Please forward any articles, comments etc for inclusion in the LMC newsletter to the LMC office via:

Email:  
[administrator@sheffieldlmc.org.uk](mailto:administrator@sheffieldlmc.org.uk)

Fax: (0114) 258 9060

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Articles for the September 2007 edition of the LMC newsletter to be received **by Tuesday 18 September 2007.**