

SHEFFIELD LOCAL MEDICAL COMMITTEE

NEWSLETTER

MARCH 2010

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ELECTED MEMBER VACANCY ON SHEFFIELD LMC

A vacancy has arisen on the LMC, which will run until the end of the current electoral term, ie 30 November 2012.

The LMC Executive would encourage GPs to consider applying for the vacancy and to see this as an opportunity to experience the workings of the LMC.

Meetings of the full LMC are usually held on the second Monday of the month at 7.45pm at HSBC Sports and Social Club in Dore (occasionally dates are changed to avoid bank holidays, staff leave etc). In addition, members are encouraged to represent the LMC on other

committees and this additional meeting attendance is funded by the organisers of the committees or the LMC.

The LMC's primary function is to represent Sheffield GPs and, therefore, it is extremely important that local GPs have a means of debating the important topical issues and influencing or making policy in order to represent the breadth of general practice in Sheffield. It is also a very useful forum for keeping up-to-date with all that is happening in Primary Care and a chance to meet colleagues with differing views across the city.

Further details of the work of the LMC can be found in *A Guide to Your Local Medical Committee*,

which is available via the LMC's website at:

www.sheffield-lmc.org.uk/downloads/lmc_guide_no_v07.pdf

It would be appreciated if initial expressions of interest could be forwarded to the LMC office via manager@sheffieldlmc.org.uk by **Monday 12 April 2010**.

If you require any further information or would like to discuss this prior to making a decision, please do not hesitate to ring Margaret Wicks (Manager) or David Savage (Secretary) on (0114) 2588755.

SAFEGUARDING CHILDREN, OFSTED AND CQC VISITS

*Article submitted by
Dr Trish Edney*

As it is about 3 years since the last inspection, Sheffield will soon be due for an Office for Standards in Education, Children's Services and Skills (OFSTED) visit.

OFSTED looks at all organisations, but they mainly concentrate on the Social Services performance with regard to safeguarding and Looked after Children (LAC).

OFSTED will be accompanied by the Care Quality Commission (CQC). The CQC will review NHS systems and protocols with regards to safeguarding and LAC. Both organisations will look into the details of about 20 children (half safeguarding, half LAC). They are also likely to include recent serious case reviews.

GPs, surgery staff and attached staff may be asked to attend for interviews, or to demonstrate their safeguarding procedures. It is important that primary care personnel do their best to comply with these requests. The CQC have the right to ask to see practice protocols. They can also see the medical notes without requiring consent but, apparently, seldom exercise that right.

Further information about inspections can be found on Sheffield City Council's website at:

<http://www.sheffield.gov.uk/education/plans-partnership-consultation/inspection/whatisaninspection>

At the bottom of the page there is a link to a briefing for partner organisations, which gives a little more detail on the main issues to be aware of.

YOUR CHOICE OF GP PRACTICE

The Department of Health (DH) has published *Your choice of GP*

practice: a consultation on how to enable people to register with the GP practice of their choice.

This consultation:

- is seeking views from the public, healthcare professionals and other staff working in the NHS on new proposals that give patients a greater choice of GP practice.
- sets out the different options for organising healthcare for patients, and the potential implications of their choices if the current system of GP practice boundaries is removed.
- will close on 28 May 2010.

A copy of the consultation document, along with further information can be found on the DH website at:

http://www.dh.gov.uk/en/Consultations/Liveconsultations/DH_113437

Sheffield LMC is keen to encourage practices to participate in this consultation document. It is our intention to send a response to the DH and, therefore, we would encourage practices to let the LMC office know your views with regards to this consultation in order that we can amalgamate a local response, in addition to your direct responses.

We would welcome your comments before the end of April to:

administrator@sheffieldlmc.org.uk.

The General Practitioners Committee (GPC) is currently drafting a response, based on their current position paper. As noted in the February 2010 edition of the LMC newsletter, their current position paper *Reforming General Practice Boundaries* explores the consequences of abolishing boundaries and suggests a solution. A copy of the document can be downloaded from the *Other Guidance* section of the LMC website at:

http://www.sheffieldlmc.org.uk/OG_10/Reforming%20Boundaries.pdf

SUMMARY CARE RECORD

The GPC has recently produced guidance due to the roll out of the Summary Care Record (SCR) across a number of strategic health authorities (SHAs).

The guidance represents the GPC's views and clarifies the GPC's position. The main topics covered include:

- What is the SCR?
- What is the consent model for SCR?
- What information will patients receive?
- Should the GP practice play a role in informing patients about the SCR?
- What action should I take if the SCR is being rolled out in my area?
- Will the SCR generate extra work?
- How have the BMA and GPC been involved in the development of the SCR?

A copy of the guidance can be downloaded from the *Other Guidance* section of the LMC website at:

<http://www.sheffieldlmc.org.uk/OG09/Summary%20Care%20Record.pdf>

SAFETY ALERTS IN GENERAL PRACTICES

*Article submitted by Peter Tanker,
Medical Devices &
Decontamination Lead,
Sheffield PCT Provider Services*

The LMC Executive have seen the DatixWeb Safety Alert software being used by NHS Sheffield and agree that it is straightforward to use, should improve the distribution of alerts and make responding easier.

The software holds the original alert, records e-mails and deadlines, and includes a drop down response menu to make the process easier for practices. It works on any computer able to access the Sheffield PCT intranet.

The plan is to use this system together with the new generic practice nhs.net e-mail addresses, eg sheff-pct.practiceMC@nhs.net.

It is for each Practice to decide on their internal process to ensure the alerts are accessed and responded to.

Training sessions will be arranged at 722 Prince of Wales Road and advertised by the PCT.

More information about this can be found on the Sheffield PCT Intranet at:

<http://www.sheffield.nhs.uk/news/safetyalerts.php>

REQUESTS FROM SCHOOLS FOR SICKNESS CERTIFICATION

GPs are not contractually obliged to provide a sick note for pupils who are off sick from school. They are also not obliged to provide sickness certification for students that miss an exam or believe their performance was affected due to illness.

As GPs continue to receive requests from schools, the GPC wrote to the Office of the Qualifications and Examinations Regulator (Ofqual) and received confirmation that medical proof should not be required.

The LMC would advise any GP receiving a request to draw the requester's attention to Ofqual's letter, which can be downloaded from the BMA website at:

http://www.bma.org.uk/images/schoolsickcert_tcm41-194103.pdf

VAULT SMEARS

Within the national cervical screening programme, the

responsibility for follow-up vault smears has been shifted from GPs to the gynaecologists who performed the hysterectomy.

There are two main reasons for this shift:

1. It is essentially a post-operative follow-up issue, as if there has been incomplete excision of neoplastic changes, this will require further intervention by the gynaecologist;
2. There has been considerable difficulty in performing vault smears (knowing which part of the vault to smear and ensuring that the 'corners' of the scar are adequately sampled). This is very difficult to do properly in the primary care setting, so national advice is now that it should be done by colposcopic viewing and sampling, thus ensuring a good valid sampling and greater safety for the patient.

We are awaiting further national guidance and clarification on how this is being implemented locally.

HMRC CHILD BENEFIT OFFICE CONFIRMATION OF REGISTRATION

The LMC has received a number of queries regarding practices complying with HMRC Child Benefit Office requests for information, with particular concerns relating to the release of confidential information and patient consent.

Following communications with the Child Benefit Office and the GPC, the LMC has produced guidance for Sheffield GPs on this issue.

A copy of the guidance can be downloaded from the *LMC Guidance* section of the LMC website at:

<http://www.sheffield-lmc.org.uk/lmc%20guidance/HMRC%20Child%20Benefit%20Office.pdf>

SICK NOTE TO FIT NOTE: STATEMENT OF FITNESS FOR WORK

In partnership with the Royal College of General Practitioners (RCGP) and the BMA, the Department for Work and Pensions (DWP) has developed guidance for GPs on the new Statement of Fitness for Work.

On 6 April 2010, the current Forms Med 3 and Med 5 will be replaced with a single revised Statement of Fitness for Work.

The guidance covers issues such as:

- What is changing?
- What stays the same?
- Why change?
- Addressing work issues during consultations.
- Completing a Statement of Fitness to Work.
- Frequently asked questions.
- Case studies.
- Where to go for more information.

A copy of the guidance can be downloaded from the *Other Guidance* section of the LMC website at:

<http://www.sheffield-lmc.org.uk/OG09/Statement%20of%20Fitness%20for%20Work.pdf>

WORK BASED LEARNING PROGRAMME FOR NEW PRACTICE NURSES

The School of Nursing and Midwifery at the University of Sheffield is developing a work based learning programme for the induction of practice nurses.

The course combines essential skills teaching with the opportunity to spend time with experienced practice nurses in other surgeries, as well as ongoing support from a local nurse educator and the University.

The course is aimed at nurses new to their post as a practice nurse, who would like support in adjusting to and developing their new role, as well as developing the specific skills associated with practice nursing.

For further information please contact:

Elaine Whitton
Lecturer
School of Nursing and Midwifery
The University of Sheffield
Samuel Fox House
Herries Road
Sheffield S5 7AU

Tel: (0114) 2269806

Email: e.whitton@sheffield.ac.uk

PRE-EMPLOYMENT CHECKS ON DOCTORS

As a result of the introduction of the licence to practise, the LMC's guidance *Pre-employment Checks on Doctors* has been updated.

A copy of the latest version of the guidance can be downloaded from the *Other Guidance* section of the LMC website at:

<http://www.sheffield-lmc.org.uk/lmc%20guidance/Pre-employment%20checks%20on%20doctors%20%283%29.pdf>

PAYMENT OF MEDICAL FEES FOR MENTAL HEALTH ASSESSMENTS

The LMC office has recently been made aware of a number of episodes where GPs have had difficulty in obtaining the appropriate fee for undertaking an assessment under the Mental Health Act.

It is the LMC's understanding that it is a GP's responsibility to ask the duty social worker for a copy of *Form C4/23 Request for Payment of Medical Fees* when completing the mental health capacity assessment.

There is a *Mental Health* line on the form which asks the GP to:

- state the Section Number;
- confirm if they are S12 Approved;
- fill in the amount of the claim.

If GPs are experiencing difficulty in acquiring these forms from the social worker at the time of the assessment, it would be appreciated if specific examples could be forwarded to the LMC office via:

administrator@sheffieldlmc.org.uk.

ACCESS TO HEALTH RECORDS REQUESTS

The DH has recently produced this guidance, which aims to assist NHS organisations through the process of dealing with an access request in accordance with the relevant legislation and any subsequent consideration.

The guidance covers the following legislation:

- Data Protection Act 1998.
- Access to Health Records Act 1990.
- Freedom of Information Act 2000.
- Access to Medical Reports Acts 1988.

A copy of the guidance can be downloaded from the *Other Guidance* section of the LMC website at:

<http://www.sheffield-lmc.org.uk/OG09/Access%20to%20Health%20Records%20Requests%20%28DH%29.pdf>

IMPACT OF BUDGET 2009 ON PENSIONS - UPDATE

In his Budget on 22 April 2009, the Chancellor announced the introduction, from 6 April 2010, of a new additional rate of income tax of 50%, applying to taxable income over £150,000.

In order to prevent this resulting in an increase to the tax relief granted on pension contributions, the Chancellor also announced that from 6 April 2011, tax relief on pension contributions for high earners will be restricted.

The BMA has produced a briefing note that looks at the changes to tax relief on pension contributions, along with the 'anti-forestalling' measures that the Government has put in place to limit individuals who may otherwise have been tempted to maximise their tax relief by making additional contributions before 6 April 2011.

A copy of the briefing note can be downloaded from the *Other Guidance* section of the LMC website at:

<http://www.sheffield-lmc.org.uk/OG09/The%20Impact%20of%20Budget%202009%20on%20Pensions%20-%20Update%20%28BMA%20Briefing%29.pdf>

REVALIDATION: THE WAY AHEAD

The General Medical Council (GMC) has launched a major consultation on proposals for the new process of revalidation.

The consultation, *Revalidation: The Way Ahead*, which ends on Friday 4 June 2010, focuses on four themes:

1. How revalidation will work
<http://www.gmc-uk.org/doctors/licensing/5787.asp>
2. What doctors, employers and contractors of doctors' services will need to do
<http://www.gmc-uk.org/doctors/licensing/5788.asp>
3. Patient and public involvement in revalidation
<http://www.gmc-uk.org/doctors/licensing/5789.asp>
4. How and when revalidation will be introduced
<http://www.gmc-uk.org/doctors/licensing/5790.asp>

The full consultation document can be downloaded from:

http://www.gmc-uk.org/static/documents/content/A4%20Consultation%20Doc_web_v2.pdf

There are a number of ways to take part in the consultation:

- comment on the consultation online at:

https://gmc.e-consultation.net/econsult/consultation_Dtl.aspx?consult_Id=119&status=2

- email a response to:

thewayahead@gmc-uk.org.

- download and print a response form from:

http://www.gmc-uk.org/Consultation_response_for_m.pdf_30608832.pdf

and post it to:

Revalidation Consultation
General Medical Council
350 Euston Road
London
NW1 3JN.

FUTURE OF GP PRACTICE PREMISES

This updated GPC guidance (originally issued in 2001) examines the current state and future of the various primary care premises development options available and describes the premises provisions of the GMS contract.

It incorporates GPC guidance on the premises costs directions and on the impact of the Disability Discrimination Act.

The main issues covered include:

- The drivers for change;
- Who should develop?
- Ownership and leasing - the risks and benefits;
- Multiple occupation;

- Factors influencing choice of ownership and procurement route.

A copy of the guidance can be downloaded from the *Other Guidance* section of the LMC website at:

<http://www.sheffield-lmc.org.uk/OG09/The%20Future%20of%20GP%20Practice%20Premises.pdf>

SALARIED GPs' HANDBOOK 2010

The Salaried GPs' Handbook 2010:

- explains the legal entitlements of all salaried GPs as employees (therefore helping to ensure that salaried GPs are aware of their statutory and contractual rights, and helping to prevent GP employers unwittingly falling foul of the law).
- contains sections on topics such as how to become a salaried GP and the work involved.
- has been updated to take account of changes in employment law, as well as clarifying guidance from the previous handbook.
- includes new sections on maternity leave and redundancy, and updated information on many other areas such as salary, hours of work, sick leave and employment protection.
- was sent out to all salaried GP BMA members on 8 March 2010.

Any salaried GP BMA member who does not receive a copy of the Handbook by 22 March should email support@bma.org.uk or call 0300 123 123 3.

A free copy of the Handbook is also available for BMA members who are not salaried GPs via the same contact details or via the BMA website (login required) at:

http://www.bma.org.uk/employmentandcontracts/employmentcontracts/salaried_gps/salariedgpbook.jsp?page=1

IB/ESA113 ELECTRONIC TEMPLATE

Most information requests regarding Incapacity Benefit (IB) and Employment and Support Allowance (ESA) claims will be on the IB/ESA113.

GPs are asked to complete this form if the DWP thinks that the patient may have a severe health condition or disability but they do not have enough information to be sure.

GPs no longer have to fill in the form by hand, as an interactive electronic version is now available.

The form can be downloaded from the DWP website at:

<http://www.dwp.gov.uk/docs/ib-esa113-interactive.pdf>

Guidance notes on using the electronic template can be found at:

<http://www.dwp.gov.uk/docs/ib-esa113-interactive-notes.pdf>

BT PRIORITY FAULT REPAIR SERVICE (PFRS) TERMINATION

A national agreement is currently held with BT to provide a PFRS.

GP practices, as well as GP private residences may, or may not, knowingly use this service.

BT is discontinuing the service from 1 April 2010, with the exception of 999 emergency services.

NHS Connecting for Health (CfH) wrote to all PCTs in February 2010, stating that BT would be writing to each individual site currently registered with the BT PFRS service to inform them of the change.

A copy of CfH's letter to PCTs can be downloaded from the CfH website at:

http://www.connectingforhealth.nhs.uk/industry/ewa/bt_faultrep_term.pdf

GP TRAINEES SUB-COMMITTEE E-BULLETIN

A copy of the February 2010 edition of the GP Trainees Sub-Committee E-Bulletin can be downloaded from the BMA website at:

http://www.bma.org.uk/images/trainee_newsfeb10_tcm41-194905.pdf

The main topics covered include:

- GP Trainees Conference
- Extending Training
- Doctors and Dentists Review Body DDRB
- Meeting with NHS Employers
- BMA GP Trainees Website
- Useful Links.

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HELEN'S TRUST

Helen's Trust has been operating in the north of Derbyshire since 2001, to enable those with incurable illnesses to have the choice to stay in their own home.

Since 2007 there has been a role out programme in the north east of Sheffield such that it is now available to the following practices:

- Wincobank Surgery
- Bluebell Surgery
- Firth Park Surgery
- Dunninc Road Surgery
- Shiregreen Surgery
- Barnsley Road Surgery
- Page Hall Medical Centre
- Upwell Street Surgery
- Burngreave Surgery
- Pitsmoor Surgery
- Sheffield Medical Centre
- Buchanan Road Surgery
- Elm Lane Surgery
- Norwood Medical.

Helen's trust will fund what ever is needed provided:

1. the patient has an incurable illness;
2. the GP confirms prognosis < 12 months;
3. the patient is registered at a designated practice (see above);
4. the request is to support the individual staying in their own home;
5. statutory services have first been approached.

To make this even easier the Trust has recently introduced a single point of access in the form of Sarah Broadhurst who can be contacted via:

Email: referrals@helenstrust.org.uk
Mobile: 07780 331715.

Provided the above five criteria are met, Sarah will then organise the care.

If you are not in the Sheffield 5 area but feel you have an unmet need for this service, please contact the charity as it is planning an expansion again in 2 years' time.

For more information please visit:

www.helenstrust.org.uk

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REQUEST FOR HEELEY CONSTITUENCY GPs' VIEWS

Sheffield LMC has been contacted by Dr Anne Crampton, Conservative Prospective Parliamentary Candidate for Sheffield Heeley.

If any GPs in the Heeley Constituency would like to make their views on the NHS and the political agenda known, Dr Crampton would be happy to be contacted via:

Sheffield Heeley Conservatives
Tel: (0114) 2500018 or 07901557178
Email: Heeley.Conservatives@blueyonder.co.uk

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

Email: administrator@sheffieldlmc.org.uk

Fax: (0114) 258 9060

Post:
Sheffield LMC
Media House
63 Wostenholm Road
Sheffield S7 1LE

Articles for the April 2010 edition of the LMC newsletter to be received **by Monday 12 April 2010.**