

Public Health Agreement for Buddy Scheme for Contraceptive Implants and IUCD Public Health Agreements

1 April 2021 to 31 March 2022



SURREY
COUNTY COUNCIL

1.0. Introduction

All practices are requested to provide essential and additional services to their registered patients. However, some practices are unable to offer services due to training requirements, capacity or premises issues. Therefore, Surrey County Council would like to offer a service whereby neighbouring surgeries will carry out Contraceptive Implants and IUCD Public Health Agreements for patients registered at neighbouring practices.

This agreement will be reviewed yearly or within the year in line with any changes to Surrey County Council's Public Health Agreements.

As part of delivery of this service:

- Anonymised activity data will be shared with local CCGs to support understanding of and improvement in provision.
- Practices will receive information on related local public health services relevant to your patients.

2.0. Aims of the Buddy Scheme

Practices will work within their Clinical Commissioning Group (CCG) to enable the Buddy Scheme to offer a choice of provider to patients but will also help to maintain services in a Primary Care setting without increasing activity in Secondary Care services.

3.0. Service requirements

Service gaps and demands will be identified by Surrey County Council and all practices included in the Buddy Scheme will enter a contractual agreement with Surrey County Council.

All practices providing Public Health Agreements covered under the Buddy Scheme will be adhering to the requirements of the original Public Health Agreement.

The provider of the Buddy Scheme will be subject to Surrey County Council Terms and Conditions.

4.0. Services included in the Buddy Scheme

Contraceptive Implants and IUCD Public Health Agreements are included in the Buddy Scheme.

Surrey County Council would like to ensure that in each CCG across Surrey patients have access to these services.

5.0. Practice/Patient allocations

Practices will work within their CCG when offering a Buddy Scheme to patients. For example:

1. There are currently 5 practices within this CCG.
2. Practice 3 chooses NOT to offer an IUCD service due to lack of capacity and as they do not have a GP suitably trained to carry out the service.
3. Practices 1,2,4 and 5 have agreed with Surrey County Council and signed an agreement to provide this service to the patients who are registered at practice 3.
4. A patient attends practice 3 and requires an IUCD service. The patient will be offered a choice of practice 1,2,4 and 5 to attend and receive their treatment.
5. Once the patient has chosen which practice they would like to attend the GP will make the necessary referral to the chosen practice.

6.0. Administration/Information Governance

£10 administration fee per patient referred via the Buddy Scheme for the GP who is providing the actual service. This fee includes booking appointments, chasing histology results, and writing back to the referring GP with details/outcome from the consultations.

The referring practices hold responsibility for entering the data received from the providing GP into the patient's medical records.

7.0. Did not attend (DNA) appointments

If a patient booking in for an appointment via the Buddy Scheme and a patient DNA's their appointment the buddy practice will inform the referring practice. The referring practice undertakes responsibility to contact the patient and investigate the reason for the DNA.

8.0. Fees

The practices providing a buddy service to another practice will be able to claim an administration fee of £10 per patient to cover the additional demand on booking clerks and also the time to type up letters going back to the referring GP.

On top of the administration fee, that practice will be able to claim a fee for the actual procedure being completed.

All claims are made via the quarterly claim form provided by the public health team or where agreed by public health, additional local mechanisms that have been developed to submit claims via a CCG or local GP federation can be used.

9.0. Prescribing of Contraceptive Implants

An FP10 prescription needs to be arranged in the name of the booked patient for dispensing by a pharmacy. The patient should be asked to bring the implant to the appointment. There is no prescription charge for contraceptive implants.

10.0. Activity/audit to be provided by Surrey County Council

Claims must be submitted on the claim form with supporting evidence which should be broken down to show the following:

- Actual procedure carried out
- Referring practice
- Total number of patients seen within the Busy Scheme for that particular quarter
- Costs for administration
- If the consultation has resulted in a secondary care referral
- DNA

11.0. Training

Those doctors who have previously provided services similar to this Public Health Agreement and who satisfy at appraisal and revalidation that they have such continuing medical experience, training and competence as is necessary to enable them to contract for the Public Health Agreement shall be deemed professionally qualified to do so.

All members of staff providing services under the Buddy Scheme will be expected to maintain their knowledge and skills by keeping up to date with relevant literature, attending and participating in relevant courses.

Clinicians who sign up to provide the Public Health Agreement should be competent in resuscitation and, as for other areas of clinical practice, have a responsibility for ensuring that their skills are regularly updated. These skills should be reviewed at the GPs annual appraisal.

12.0. Clinical responsibility

The clinician performing the procedure is clinically responsible for all procedures covered under the Buddy Scheme that are undertaken. However, the referring clinician will take responsibility if s/he withholds any pertinent information e.g. patient had allergy/intervention that would impact on a known medical condition.