
Message from Dougy Moederle-Lumb, Chief Executive, YORLMC Ltd



As previously announced in the [August edition of the newsletter](#), YORLMC has now launched a new Education, Training & Development service. The service aims to provide practices with access to a range of relevant training and events which could be by helping to facilitate and coordinate developmental discussions and projects to ultimately providing a suite of training courses for the practice workforce.

Leanne Ashton has now started in the role as Education, Training & Development Officer having previously worked as a practice manager in Harrogate.

Arrangements are being made for Leanne to attend NYY and BAWC Practice Manager Group meetings over the next couple of months to introduce herself properly and talk more about the new service and how it can assist and benefit practices.

However, in the meantime please also do contact Leanne at leanne.ashton@yorlmcld.co.uk if you have any suggestions/ideas that you would like to discuss.

YORLMC Law - NEW LEGAL SERVICES FOR GP PRACTICES AND FEDERATIONS

Earlier this year YORLMC was pleased to announce that it was piloting a range of legal services to all its constituents. The new services were to be offered under the banner of YORLMC LAW - in conjunction with LMC Law Limited - and were designed to assist and facilitate legal advice and services to practices and federations.

I am delighted to receive feedback from LMC Law that practices and federations are contacting them for advice on a range of issues including mergers, disputes, PMS contract review advice, creation and review of documentation.

I would also like to take this opportunity to remind you that YORLMC is supporting and funding the delivery of these services by utilising LMC reserves, with a view to ensuring that practices and federations receive high quality expert advice from legal professionals with significant NHS experience. Further information about the YORLMC Law service can be found [here](#)

Employment/HR package coming soon

I am also pleased to advise that in the near future YORLMC will be launching an Employment/HR package which will be available to practices and federations at very competitive rates and under a contract which can be renewed annually. If your practice is thinking of commencing or renewing similar insurance you may wish to await the full details of this service which will be made available to practices very soon.

Included within this newsletter are further updates for your information - YORLMC's website also includes a frequent queries section.

New template letter for breaches to standard hospital contract in England

Further to the entry in the September YORLMC newsletter, the Corporate Affairs Team has received the following notifications from local NHS trusts on who breach reports should be sent to:

- Harrogate and District NHS Foundation Trust breach reports should be sent to Dr Ros Tolcher, Chief Executive at ros.tolcher@hdfn.nhs.uk
- York Teaching Hospital NHS Foundation Trust breach reports should be sent to Dr Patrick Crowley, Chief Executive at patrick.crowley@york.nhs.uk and Sue Rushbrook, Director of Systems and Networks at sue.rushbrook@york.nhs.uk
- South Tees Hospital NHS Foundation Trust breach reports – TBC
- Tees, Esk and Wear Valleys NHS Foundation Trust breach reports should be sent to the following Directors of Operations:
 - Adele Coulthard at adele.coulthard@nhs.net – Hambleton, Richmondshire & Whitby CCG, Scarborough & Ryedale CCG and Harrogate and Rural District CCG area
 - Ruth Hill at ruth.hill6@nhs.net - Vale of York CCG area
- Bradford Teaching Hospital NHS Foundation Trust breach reports should be sent to Donna Thompson, Director of Governance and Operations, at donna.thompson@bthft.nhs.uk
- Airedale NHS Foundation Trust breach reports should be sent to Dr Karl Mainprize, Medical Director, at karl.mainprize@anhst.nhs.uk

Please do use the relevant template at each instance of a breach - failing to do so will simply legitimise continuation of inappropriate workload shift onto practices.

A reminder that the following [templates](#) are available:

- Situations where trusts are adopting blanket policies to discharge patients from their service back to their GPs for re-referral when they do not attend outpatient clinics
- Situations where a trust is not undertaking onward referral to other specialties internally, but is referring back to the GP for re-referral
- A failure of a trust to notify patients in a timely manner of the results of tests or investigations, or where they ask the GP to chase up the result
- A failure of a trust to send discharge summaries by direct electronic or email transmission for inpatient, day case or emergency care within 24 hours
- A failure of a trust to communicate within 14 days after an outpatient clinic attendance appointment
- A failure of a trust to provide medications following discharge from inpatient or day-case care, where medication must be supplied for the period established in local practice or protocols.

Practice checklist:

1. Develop a practice policy on how to push back on inappropriate hospital requests that breach the standard contract. Perhaps use your next practice meeting to agree this.

2. Ensure all GPs in the practice are made aware of these new standards, and use our templates (or any of your own), on each occasion that a hospital has failed to meet these new standards. Embed the template into your clinical system for automated use (you could request your CCG IT lead to support implementation). YORLMC has asked each Trust to whom these letters should be directed and we will provide practices with details as soon as we are able

3. Ensure the CCG is notified of the breach using the CCG template.

As advised in the [September 2016 edition of the BA Branch Report](#), GPs and practices in Bradford City and Bradford Districts should highlight these to their CCG via the RAP button on their CCG website. Practices in AWC can highlight breaches via the CCG contracting email address.

4. Keep a practice record of all breaches, and the nature of the breach. Feedback the numbers to YORLMC on a monthly basis:

North Yorkshire & York practices to:

simon.berriman@yorlmccltd.co.uk

or stacey.fielding@yorlmccltd.co.uk

Bradford, Airedale, Wharfedale & Craven practices to:

kate.mackenzie@yorlmccltd.co.uk

Tier 2 Visas for GPs

Please see the following advice on Tier 2 Visas for GPs from the BMA's International and Immigration team:

The BMA has submitted evidence to the Migration Advisory Committee on its last two reviews of the Shortage Occupation List making a strong case for General Practice to be added. On each occasion the MAC has recommended against taking such a step but we continue to raise this as an issue with the Government. The MAC report on the last review is available [here](#). A summary of the reasons given by the MAC for not including General Practice on the Shortage Occupation List are outlined on p2 and from p42 and might be of interest.

An employer wishing to recruit someone who requires a Tier 2 visa has to be registered with UK Visas and Immigration (UKVI) as a Tier 2 sponsor. This is the case whether the occupation is on the shortage occupation list or not. We are aware that there are very few GP practices who have taken this step of registering as a Tier 2 sponsor. An outline of this process is available on the UKVI website:

<https://www.gov.uk/uk-visa-sponsorship-employers/overview>

A sponsor licence costs £536 for small businesses (annual turnover of less than £6.5 million and less than 50 employees) and the application is made online. The UKVI requires evidence of suitability as a sponsor and confirmation that processes are in place to manage the sponsorship process. Having GPs on the Shortage Occupation List only reduces the need to evidence that the Resident Labour Market Test has been undertaken when recruiting a Tier 2 visa holder, all other sponsorship responsibilities still apply. The RLMT requires that jobs are advertised for 28 days and confirmation that there are no suitable UK or EEA applicants. Once these requirements are met then an employer can recruit someone on a Tier 2 visa.

The BMA immigration advice service is also available at

<https://www.bma.org.uk/advice/employment/immigration/bma-immigration-advice-service>

Winter Indemnity Scheme

As part of [broader work to address the issue of rising indemnity costs](#) as outlined in the General Practice Forward View, NHS England will re-run a winter indemnity scheme to support GPs to work in out of hours setting. The scheme is now running until 31st March 2017. You can find out more information including how GPs can make applications through their Medical Defence Organisations (MDOs) at the following link:

<https://www.england.nhs.uk/ourwork/gpfv/gp-indemnity/winter-indemnity/>

Two new Patient Online toolkits for GP practices and for CCGs and NHS organisations

The Patient Online programme has released two new toolkits to support [GP practices](#), [CCGs](#), [CSUs](#) and [other NHS organisations](#) with the effective promotion of online services to patients: ordering of repeat prescriptions, booking of appointments and viewing of medical records. The toolkits consist of templates for web copy, press releases, social media and newsletters as well as instructions on how to order the new range of promotional materials. These materials have been tested with patients across the country and now say “GP online services” instead of “Patient Online”, as a survey revealed patients related to this better.

Contact email address for any queries: england.patient-online@nhs.net

Maternity reimbursement

Further to the entry in the [September 2015 YORLMC newsletter](#), we have been advised by GPC that the 2015/16 GMC contract published by NHS England contained an error relating to parental leave allowance when it was published in March 2015. It stated that parental leave entitlement was 20 weeks, when the entitlement was 26 weeks. This error was identified in December 2015 and circulated to NHS area teams. NHS England have agreed to pay for up to 26 weeks if the doctor on parental leave took the leave at the time (notwithstanding that the contract stated a 20 week allowance).

GPC are aware that some doctors have taken 20 weeks as per the incorrect contract and GPC has sought guidance on whether the extra 6 weeks entitlement can be taken retrospectively. GPC has been advised that a doctor in this situation should have legal entitlement to the extra 6 weeks as they relied on a document that was published by NHSE with this error.

Workforce Minimum Data Set Submissions

Practices are required to submit a workforce minimum data set (WMDS) under the health and social care act. This data can either be submitted to HSCIC using the national primary care workforce tool, or to Health Education England using their GP tool. The HSCIC submission is mandatory, however practices have the option of providing the HSCIC data via the HEE GP tool (this involves ticking a box on the HSCIC tool confirming the practice has completed the HEE tool).

Although we understand the initial set up of the HEE submission is more time consuming than the HSCIC submission, YORLMC supports the use of the HEE GP tool as it provides greater benefits in terms of primary care strategy development. The HEE data is analysed in detail and is shared at a local and regional level, with CCGs and NHSE; we are aware the HEE analysis has been a valuable resource in discussions with NHSE regarding STPs.

Dr. Krishna Kasaraneni, Policy Lead: Education, Training and Workforce, General Practitioners Committee, has written a blog regarding the WMDS, entitled ‘*Another form to fill? Yes, but this one matters*’ which can be found [here](#).

ICAS - Article on Insurance Act 2015

The below link takes you to a guidance note from ICAS - The Institute of Chartered Accountants of Scotland which you may find of interest

<https://www.icas.com/ca-today-news/the-insurance-act-2015-what-you-need-to-know>

GP locum indemnity – requirements for locums and practices

[Good medical practice – paragraph 63](#) already requires doctors to have insurance or indemnity in place where necessary. Parliament passed new healthcare legislation in 2013, which meant the GMC had to change its regulations. The [new regulations](#), which came into effect on 1 August 2015, gave the GMC powers to check whether doctors have appropriate insurance or indemnity in place. Information regarding this was included in the [June 2016 edition of YORLMC News](#). All GPs must ensure that they are appropriately covered.

Increasingly more GP locums are setting themselves up as a company and enjoying the tax benefits and limited liability that brings. However both GP locums and the practices that work with them should be aware that locums and the practice may be at risk if locums haven't got the correct clinical malpractice and other assurances in place.

Locums working as a company

As a Director in their own company, a GP locum is an employee (and their spouse may also be) and therefore they need cover for employers liability. As they could also have claims against their company that are not clinical or employee related they also need public liability cover. GP locums working as a company should seek contact their defence company to check they have the correct cover in place.

Practices

When locums work with practices as individual self-employed doctors, locums carry full liability for their actions and their normal clinical malpractice indemnity covers them. When they move into a company, including a Limited Liability Partnership (LLP), they limit their risk and therefore leave the practice exposed. Practices therefore need to check that locums have company malpractice cover where needed. Also, as practices contract with the company and not the individual, practices may want to seek clarity as to who are directors in the company.

Practices may wish to seek assurances from any GPs with whom they contract via a limited company that their company has the following in place:

- Corporate clinical malpractice cover
- Public Liability insurance
- Employers Liability insurance
- Company registration number with Companies House (where applicable)
- Names and Job Title of all Directors
- Notification should any of the above change whilst continuing to work with the practice

YORLMC Buying Group

YORLMC Ltd is part of a national buying group federation which aims to provide discounted services to practices.

The Buying Group has recently launched 2 new suppliers – further details attached at [Appendix 1](#)

1. AKM Music - Royalty Free Music (thanks to LMC colleagues in Cornwall and Devon for the suggestion!)
2. GP Online – Vacancy Advertising and Medeconomics/MIMS Subscriptions

The Buying Group has also launched **next season's 'flu vaccine** offers -

<http://www.lmcbuyinggroups.co.uk/suppliers/flu-vaccines>

We understand that some practices, which have pharmacy chain stores close by to them, are concerned that these pharmacies received their flu vaccines first this year. The reason why this has happened is that pharmacies generally order single packs of vaccines whereas general practice order ten packs. The single packs are released to the market first. However, Pfizer are offering their

customers the option to take some single packs if practices feel this will help them next season – contact Pfizer for more details.

If you have not yet signed up to join the buying group and wish to do so please contact info@yorlmc.co.uk to request a registration form. Details of services and discounts available through the Buying Group are now available on your Members page – go to: [LMC Buying Groups](#) to find out more. We know a lot of practices are already using Buying Group suppliers but are you aware of the other deals on offer? And for those practices who have never used the Buying Group, you could be missing out on saving thousands of pounds a year by not switching suppliers. The Buying Group website www.lmcbuyinggroups.co.uk is the only place to view the prices and discounts in detail. If you've forgotten your log-in details then email the Buying Group at: info@lmcbuyinggroups.co.uk.

Don't forget that practices can obtain a bespoke price comparison analysis to demonstrate the value of savings the Buying Group can offer compared with existing suppliers – please contact gary@burns17.fsnet.co.uk.

'Buying Group Plus' for Federations and Provider Companies

Members can take advantage of any of the discounts as an individual practice and save thousands of pounds a year but GP federations and provider companies could also benefit from further savings. The buying group also offers a bespoke service to Federations by working with them to help save their practice members time and money on the procurement of products and services they regularly buy. For practices and federations that are already members it is important that practices notify the buying group (by emailing info@lmcbuyinggroups.co.uk) of any changes to their contact details. It may also be helpful to include information relating to the buying group in practice induction processes.

Sessional GPs Newsletter

The latest edition of the Sessional GPs newsletter is available at:
<http://bma-mail.org.uk/t/JVX-4JWMZ-1BJCJOU46E/cr.aspx>

YORLMC's pastoral care team and how to access confidential support

YORLMC has a comprehensive pastoral care team and robust policies. It provides personal and confidential support for individual GPs and practices in difficulty or experiencing major change – this can be anything ranging from helping an individual GP with stress for whatever reason to full support through performance procedures, suspension etc. This includes attendance at performance meetings plus support getting appropriate medical care when required.

YORLMC is especially keen that practices do not delay in contacting the Corporate Affairs Team if they are experiencing serious financial difficulties as a result of cash flow problems, for example where they are needing to make alternative arrangements either through use of existing contingency funds or bank overdraft arrangements.

Who to contact at YORLMC's Corporate Affairs Team

Kate Mackenzie (kate.mackenzie@yorlmc.co.uk) is the first point of contact for all Bradford, Airedale, Wharfedale and Craven related matters.

Simon Berriman (simon.berriman@yorlmc.co.uk) and Stacey Fielding (stacey.fielding@yorlmc.co.uk) are the first point of contact for all North Yorkshire & York related matters.

They can also be contacted on 01423 879922.

Additionally an overview of the roles of individual members of YORLMC's Corporate Affairs Team can be found at <http://www.yorlmc.co.uk/about-us/the-corporate-affairs-team/> and any member of the team will be pleased to assist you.

Change of practice email addresses

To help the CAT keep track of changes within practice teams it will be much appreciated if you can advise info@yorlmcld.co.uk when GPs join or leave your practice as well as when there is to be a change of Practice Manager.

Follow YORLMC on Twitter

Follow us [@InfoYorlmc](https://twitter.com/InfoYorlmc) – there is also a link at the top right hand corner of our web site <http://www.yorlmcld.co.uk/>

Royal Medical Benevolent Fund - The Vital Signs in Primary Care

Attached at [Appendix 2](#) is “The Vital Signs in Primary Care: A guide for GPs seeking help and advice” written for the RMBF by Dr Richard Stevens. The guide sets out the key stress and pressure points for GPS and GP Trainees, seeks to provide practical advice, and signposts support and resources for those experiencing stress and difficulty.

The 1966 GP Contract and Sir James Cameron

We thought you may be interested in reading the piece attached at [Appendix 3](#) by Cameron Fund Trustee, and Kent LMC Representative, Dr Gary Calver.

The Cameron Fund - The GPs' own charity

BMA House, Tavistock Square, London WC1H 9JP, Registered Charity No. 261993

The Cameron Fund is the medical benevolent charity that provides support solely to GPs in the UK. It provides grants and loans to assist doctors and their families experiencing financial difficulties due to short or long-term illness, relationship breakdown or hardship following the actions of regulatory bodies or former partners. An increasing number of requests are being received for assistance from GPs during re-training. Interest-free loans may be available towards the expenses encountered during a return to professional work.

Anyone who knows of someone experiencing hardship is urged to draw attention to the Cameron Fund's existence.

You do not need to be a member of the [Cameron Fund](#) to benefit from this charity but please consider becoming a member – it is free to join and the membership form can be downloaded <http://www.cameronfund.org.uk/sites/default/files/MembershipApplicationForm.pdf> and returned by email to info@cameronfund.org.uk

General contact details are:

Phone: 020 7388 0796

Email: enquiries@cameronfund.org.uk

Web: <http://www.cameronfund.org.uk/content/link-us>

LOOKING FOR WORK AND VACANCIES?

Advertise in the YORLMC Ltd Newsletter

This Newsletter is circulated to all North Yorkshire & Bradford & Airedale Practices.

If you would like to advertise your availability for employment then please email info@yorlmcld.co.uk for further information and advertising rates
YORLMC's advertising policy is available [here](#)

**This Newsletter is based on the best available information.
We will endeavour to ensure you are kept informed of any changes.**

To help YORLMC's Corporate Affairs Team keep track of changes within practice teams will Practice Managers please advise info@yorlmcltd.co.uk when GPs join or leave the practice and when there is to be a change of Practice Manager

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