

SHEFFIELD LOCAL MEDICAL COMMITTEE

Newsletter

February 2018

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VACCINE ORDERING FOR 2018/19 INFLUENZA SEASONS

All practices should have received a communication from NHS England (NHSE) dated 5 February 2018 requesting that GPs ensure their influenza vaccine orders for the 2018/19 season use the most effective vaccines for the population, ie

- The adjuvanted trivalent vaccine (aTIV) for all 65s and over;
- The quadrivalent vaccine (QIV) for 18 - under 65s at risk.

Further copies of NHSE's letter, which included FAQs, can be accessed via:

<https://www.england.nhs.uk/wp-content/uploads/2018/02/vaccine-ordering-18-19-influenza-season-gp-pharm.pdf>.

If practices have not already done so, they need to review their orders (provisional and firm) for the 2018-19 season and ensure these are in line with the above. Suppliers have confirmed that there will be enough vaccine to meet demand. Orders will need to be placed by **29 March 2018**.

Any practice encountering difficulties from a manufacturer when placing or amending an order, should:

- let NHSE know by emailing england.primarycareops@nhs.net putting 'Flu vaccine order' in the subject line;
- copy manager@sheffieldlmc.org.uk in to the communication so that we can make the General Practitioners Committee aware.

Please find below a link to an update from the LMC Buying Group on this issue:

<https://www.lmcbuyinggroups.co.uk/admin/resources/update-seasonal-flu-vaccines-2018-19-5.pdf>.

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PARTNERSHIP AGREEMENTS

Concerns continue to be raised regarding some practices not having Partnership Agreements, or not having up-to-date Partnership Agreements. We strongly recommend that GPs in partnership enter into a written Partnership Agreement, seek legal and accountancy advice in doing so, and ensure that it is reviewed regularly and kept up-to-date.

Without a written agreement it is likely that a practice will be deemed to be operating as a partnership at will, which will be governed by the provisions of the Partnership Act 1890 ("the Act"). Although the Act addresses some of the ground required in setting up and running a partnership, it is outdated, can have unwanted or unintended consequences, is not robust enough to cover all aspects of modern partnerships and is not industry specific. Further risks include:

- Mutual assessment periods: The Act does not provide for probationary periods.
- Equality: There will automatically be deemed to be equality in the share of profits, losses and capital of all partners.
- Authority of partners: There are no effective limits on the authority of a partner to enter into arrangements which bind the partnership.
- Assets: The Act does not adequately provide for assets which may be held by the partners individually as opposed to the partnership. It also provides limited assistance in identifying how partnership assets are to be valued and paid should a partner leave.
- Automatic dissolution: The partnership will automatically dissolve on the happening of a variety of events such as the bankruptcy of a partner.
- Determination: Any partner can serve notice to end the partnership at any time.
- Expulsion: No partner can be expelled from the partnership by the other partners irrespective of whether there are sound reasons to do so.
- Retirement: There are no provisions within the Act enabling a partner to retire without bringing the partnership to an end.
- Leave and locum costs: The Act does not cover these issues.
- Restrictions and duties: Those provisions within the Act dealing with these points are non-specific and sparse.

BMA guidance on Partnership Agreements can be downloaded from the *Other Guidance* section of our website at: [http://www.sheffield-lmc.org.uk/website/IGP217/files/85%20Partnership Agreements.pdf](http://www.sheffield-lmc.org.uk/website/IGP217/files/85%20Partnership%20Agreements.pdf).

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ELECTED MEMBER VACANCY ON SHEFFIELD LMC

Our 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. We are also a useful forum for keeping up-to-date with all that is happening in Primary Care, as well as providing an opportunity to meet colleagues with differing views and experience 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:

<http://www.sheffield-lmc.org.uk/website/IGP217/files/LocalMedicalCommittee-Nov16.pdf>.

We are always keen to welcome new LMC members, whether co-opted to an elected member vacancy or as an observer for an initial period. Membership is open to all GPs (Partners, Salaried, Locum etc) who contribute to our levies and are on the National Medical Performers List. Details of current LMC members can be found at:

<http://www.sheffield-lmc.org.uk/website/IGP217/files/Membership%202016-2020.pdf>.

Meetings of the full LMC are usually held on the second Monday of the month at 7.45 pm in the Lecture Theatre at Tapton Hall. 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.

If you are interested in joining the LMC, would like more information about what being a committee member involves, or are interested in attending a number of meetings as an observer initially, please do not hesitate to contact Margaret Wicks, LMC Manager via manager@sheffieldlmc.org.uk or (0114) 2588755.

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EXCESSIVE PRESCRIBING

The General Practitioners Committee has recently updated this guidance, which covers subjects such as:

- Appropriate and cost-effective prescribing;
- Shorter duration prescribing;
- Drug switches.

A copy of the updated guidance can be accessed via:

<http://www.sheffield-lmc.org.uk/website/IGP217/files/Focus-on-excessive-prescribing-February-2018.pdf>

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ANTICIPATORY PRESCRIBING FOR END OF LIFE CARE

The General Practitioners Committee has recently updated this guidance, which contains links to Further Reading, as well as covering topics such as:

- 'Just in Case' boxes;
- Maintaining hydration at the end of life;
- Do Not Attempt Resuscitation (DNACPR).

A copy of the updated guidance can be accessed via:

<http://www.sheffield-lmc.org.uk/website/IGP217/files/Focus-on-anticipatory-prescribing-for-end-of-life-care-2018.pdf>.

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PRESCRIPTION DIRECTION

Community Pharmacy Sheffield recently made us aware of complaints they received regarding GP practices advertising a pharmacy or pharmaceutical services on their websites. On further investigation it transpired that some companies are creating websites for GP practices with advertising from a pharmacy or pharmaceutical service as standard, and this has raised many complaints in other parts of the country. The way the websites are set up gives the impression that the GP practice is endorsing or directing to just one pharmacy, which is not in accordance with Prescription Direction guidance issued by the British Medical Association, Pharmacy Voice and the Pharmaceutical Services Negotiating Committee. In most cases the GP practices have been unaware of this and when informed have removed the link.

We would urge all practices to check their websites, as well as any other sources of patient information that might contravene the guidance available at:

<http://www.sheffield-lmc.org.uk/website/IGP217/files/prescriptiondirectionstatement.pdf>.

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DEALING WITH UNFAIR COMMENTS ON WEBSITES

Health service providers are increasingly finding that people are using social and professional websites to comment about specific providers and staff members. Comments on websites can sometimes be inaccurate, unfair or inappropriate, which can potentially damage an organisation or staff member's reputation. The British Medical Association has produced guidance which sets out how health service providers can take steps to have defamatory material removed from websites and how the law can be used to get comments modified or removed.

A copy of the guidance can be accessed via:

<http://www.sheffield-lmc.org.uk/website/IGP217/files/unfair-comments-on-websites.pdf>.

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REGISTRATION OF OVERSEAS VISITORS

As you will be aware, as part of the 2017/18 contract negotiations contractual changes were introduced that will help to identify patients with a non-UK issued European Health Insurance Card (EHIC) or S1 form or who may be subject to the NHS (Charges to Overseas Visitors) Regulations 2015. This allows the NHS to recover costs from the patient's country of origin for any care provided which comes under the NHS (Charges to Overseas Visitors) Regulations 2015. *These regulations currently apply only to secondary care provision. Practices should note that this does not affect the entitlement of such patients to register with a GP.*

From October 2017 practices have been required to provide patients with a supplementary question form as part of the registration process. In order to clarify the changes, the General Practitioners Committee has revised its guidance, which can be accessed via:

<http://www.sheffield-lmc.org.uk/website/IGP217/files/Focus-on-Registration-of-Overseas-Visitors.pdf>.

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VACANCY BULLETIN DEADLINES

We receive regular queries regarding the deadline for submitting job adverts for inclusion in our Vacancy Bulletins. Unfortunately, we do have to stick to a policy of not including adverts received after the deadline, in order to be fair to all constituents and to ensure that the bulletin can be finalised and distributed prior to any closing dates contained within the adverts. However, some practices have expressed concern that they might have been able to get their advert to us sooner had they known the deadline for the next edition.

Each edition of the Vacancy Bulletin contains the deadline for the next edition. Vacancy Bulletins and a list of deadlines for the year can be found at:

<http://www.sheffield-lmc.org.uk/page1.aspx?p=23&t=1>.

We hope that this information will assist practices with their recruitment processes.

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PRIMARY CARE SUPPORT ENGLAND (PCSE) SERVICE FAILURES

As noted in the November 2017 edition of the our newsletter, the General Practitioners Committee gave NHS England (NHSE) a deadline of the end of December 2017 to resolve all the outstanding issues with their services. A recently released survey shows that PCSE has failed to do this. A further letter has been sent to Simon Stevens, Chief Executive of NHSE and a range of actions are being prepared to empower practices and get a resolution to this unacceptable situation.

Further information, including the survey results, the letter to NHSE and planned next steps can be found at:

<https://www.bma.org.uk/collective-voice/committees/general-practitioners-committee/gpc-current-issues/capita-service-failure>.

The Health Select Committee has also published their correspondence with NHSE on this issue, which can be found at:

<http://www.parliament.uk/documents/commons-committees/Health/Correspondence/2017-19/Correspondence-with-NHS-England-regarding-Capita-9-November-2017.pdf>.

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EXTENSION OF LEASE INCENTIVES

NHS England (NHSE) has extended the deadline for the Lease incentive scheme to **31 March 2018**. This will cover reimbursement of stamp duty, contribution to legal fees and VAT for NHS Property Services (NHSPS) and Community Health Partnerships tenants. While the General Practitioners Committee (GPC) welcomes the extension, they have repeatedly made the point to NHSE that the issue of service charges needs to be urgently resolved, before practices take advantage of this funding. The GPC's advice to practices has not changed. In addition, some transitional arrangements are being offered to either:

1. cover increased costs that NHSPS wish to charge; or
2. act as an incentive for practices to sign a new lease.

Such arrangements should only be entered into where practices are entirely satisfied that when the transitional period ends they will not be inadvertently left having to meet increased costs without the benefit of increased funding. The British Medical Association's view is that transitional agreements are not the solution and that more permanent arrangements which align a practices' funding to their costs are needed. Further information on these issues can be found at:

<https://www.bma.org.uk/advice/employment/gp-practices/premises/support-with-chp-and-nhsp-issues>.

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GP TRAINEE EXCEPTION REPORTING

The new junior doctor contract introduced the process of exception reporting. Junior doctors, including GP trainees, are able to electronically submit an 'Exception Report' when they have worked beyond their contracted hours. Exception reporting is not meant to be punitive, rather it is one of several safeguards in the new junior doctor contract aiming to tackle burnout, highlight excess workload and provide the trainee with additional support and either pay for the overtime worked or time off in lieu. More information about this for training practices can be found at:

<https://www.bma.org.uk/advice/employment/gp-practices/gps-and-staff/guidance-for-gp-practices-on-the-2016-junior-doctors-contract>.

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SEASONAL INFLUENZA VACCINATION: JOINT LETTER TO SHEFFIELD GPs AND PHARMACISTS

As you will be aware, the flu vaccination service is an NHS Service and it is expected that GPs and Pharmacists who are commissioned to provide the service will work together to achieve the intended aims to improve vaccine uptake amongst the eligible population, whilst offering patients the choice of where to access their vaccination. Unfortunately, it appears to have led to a competitive environment where providers are fighting to vaccinate patients first.

We have worked with Community Pharmacy Sheffield (CPS) to clarify our joint expectation that GPs and Pharmacists maintain professional integrity at all times, and to practice in accordance with the code of ethics as set out by each profession's regulator. A joint CPS/LMC letter to all GP Practices and Community Pharmacies in Sheffield can be accessed via:

[http://www.sheffield-lmc.org.uk/website/IGP217/files/Seasonal%20Flu%20Vaccination%20\(CPS-LMC%20Feb18\).pdf](http://www.sheffield-lmc.org.uk/website/IGP217/files/Seasonal%20Flu%20Vaccination%20(CPS-LMC%20Feb18).pdf).

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CHOOSING AN ONLINE CONSULTATION SYSTEM

The General Practitioners Committee has recently published guidance explaining what online consultation systems are and potential concerns with these systems. It also provides a checklist that should be adhered to when procuring online consultation tools. The guidance can be accessed via:

<https://www.bma.org.uk/advice/employment/gp-practices/service-provision/choosing-an-online-consultation-system>.

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WORKING FOR AN ONLINE PROVIDER

The British Medical Association has recently produced guidance for GPs who are thinking about working for an online provider, whether in the NHS or privately. It covers what an online GP provider does and the main things GPs should consider before engaging with online providers, such as:

- What is an online GP provider?
- What groups of patients do they serve?
- Employment status and terms and conditions.
- Insurance and indemnity.
- What services are being provided?
- Regulation.
- Appraisal and revalidation.

Copies of the guidance can be accessed via:

<http://www.sheffield-lmc.org.uk/website/IGP217/files/Guidance%20for%20GPs%20working%20for%20online%20providers.pdf>.

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FATIGUE AND SLEEP DEPRIVATION

A British Medical Association briefing paper on fatigue and sleep deprivation, which explores the impact of different working patterns on doctors, has recently been published. It is accompanied by guidance on anticipating and managing fatigue associated with doctors' working patterns. Copies of the guidance can be accessed via:

<https://www.bma.org.uk/collective-voice/policy-and-research/education-training-and-workforce/fatigue-and-sleep-deprivation>.

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STAY WELL PHARMACY CAMPAIGN

NHS England has launched a new Stay Well campaign focused on encouraging parents with young children to use community pharmacies. Running from 12 February to 26 March, the campaign is targeting parents of children aged 5 years or under, aiming to increase their confidence and trust in the advice given by community pharmacy teams, and encourage them to use pharmacies rather than visiting their GP for minor health concerns. More information can be found at:

<https://psnc.org.uk/psncs-work/communications-and-lobbying/community-pharmacy-in-201617-and-beyond/stay-well-pharmacy-campaign/>.

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SESSIONAL GPs E-NEWSLETTER: JANUARY 2018

The January edition of the Sessional GPs e-newsletter is available on the British Medical Association website at:

<https://bma-mail.org.uk/t/JVX-5DXH9-1BJCJOU46E/cr.aspx>.

The main articles include:

- How sleep deprivation affects GPs.
- GPs Committee Elections 2018.
- Would you like to be part of our UK Council?
- E-consulting Guidance.
- Alternative Careers: Working as a GP Appraiser.
- Recognising Early Symptoms of Ovarian Cancer.

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ELECTRONIC REPEAT DISPENSING (eRD) TRAINING

Community Pharmacy Sheffield (CPS) has been liaising with NHS Digital with a view to arranging eRD training for pharmacists in Sheffield. At a meeting between LMC and CPS representatives, it was suggested that joint pharmacy / general practice training could be arranged, so that participants have the opportunity to network and understand the workload and processes involved at both the pharmacy and the practice.

CPS has discussed who the training should be targeted at, and noted that where eRD seems to be working well there is a lead member of the practice team (not necessarily a GP) who supports the rest of the team. Therefore, it would seem sensible for the training to be available to pharmacists, GPs and support staff. It is hoped that training sessions can be arranged during the day and in the evening, to maximise attendance.

It would be helpful to the organisers if any practices interested in accessing eRD training from NHS Digital could email manager@sheffieldlmc.org.uk confirming the number of participants that would be interested and any preference for morning / afternoon / evening sessions.

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TIME TO REFRESH GENERAL PRACTICE

*Article submitted by Dr Pip Fisher, GP and Senior Clinical Teacher,
Academic Unit of Primary Medical Care, University of Sheffield*

Teaching can help you:

- Rediscover your enthusiasm for medicine;
- Keep you on your toes and up to date;
- Boost the future workforce.

Over the next 18 months, the University of Sheffield will have new opportunities available for GPs who are interested in teaching. We are keen to hear from GPs interested in:

- Supervising medical students on placement in practice;
- Training to become a small group tutor, working on a sessional basis.

Induction and support is given for each of the roles we have available, so you may be new to teaching or experienced in medical education. Students may be based across the South Yorkshire and Humberside region, so our tutor base should reflect this. Commitment can vary from occasional tutoring to more regular work.

If you are interested in finding out more, please contact Steven Rowley at teachingoffice1@Sheffield.ac.uk letting us know if you would like to take a student in your practice or are interested in a role as a sessional tutor.

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PRIMARY CARE TRAINING CENTRE (PCTC) TRAINING OFFER FOR PRIMARY CARE

*Article submitted by Sanni Khan, Advanced Training Practices Lead,
Foundry Medical Group / ATP Hub for Sheffield GP Practices*

The PCTC has received confirmation of further funding from Health Education Yorkshire and the Humber for courses starting up to and including May 2018. The PCTC can therefore offer funded places on a number of courses and study days. Further information is available (login required) via:

<http://www.intranet.sheffieldccg.nhs.uk/Downloads/GP%20Bulletin%20attachments/2018/January%202018/17012018/Item%2014%20-%20PCTC%20Funded%20courses%20and%20study%20days%20for%20Primary%20Care.doc>

Please note that places are allocated on a first come first served basis.

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Please forward any articles for inclusion in the LMC newsletter to
[**manager@sheffieldlmc.org.uk**](mailto:manager@sheffieldlmc.org.uk)

Articles for the March edition to be received by Friday 9 March

Submission deadlines can be found at

<http://www.sheffield-lmc.org.uk/website/IGP217/files/Newsletter%20&%20VB%20Deadlines%202018.pdf>