

WMDS GPC guidance for frequently asked questions

How do I fill in 'contracted hours' for GPs?

HSCIC advice to practices is to enter the number of hours that the GP is contracted to, as there are no clear guidelines on what a session equates to. It is difficult for Partners who do not have set sessions and/or hours, our advice in this instance is to enter the total hours they work on practice activities in a normal week.

Does the tool capture data on the actual hours worked by GPs as well as 'contracted hours'?

Yes. There is another field within the tool to enter "Actual Average working hours". This captures the information for those GPs which are constantly working over/under their contracted hours.

Should practices include all locum GPs working with the practice?

The information on locums is required however, the information is a snapshot of GPs working at the practice as at end March 2015, if the locum worked then, then they need to be included. Including locums enables us to understand the total number of GPs who are actively working at that practice.

Are there limits to the number of hours that can be entered into the 'actual hours' and 'contracted hours' fields?

Figures of up to 140 hours per week can be entered into both fields.

What happens if I miss the deadline of the end of May?

The PCWT module will remain open for another week until the 7th June, NHS E regions will also be contacting those practices that have not yet provided a submission to inform them of the extension.