

Title of meeting: Primary Care Commissioning Committee							
Date of Meeting	11.07.2018	Paper Number	10				
Title	Slough GPAF Practice Lead Provider selection						
Sponsoring Director (name and job title)	Alex Tilley, Associate Director of Primary Care						
Sponsoring Clinical / Lay Lead (name and job title)	Priya Kumar , William Tong, Jim O'Donnell						
Author(s)	Katerina Nash, Commissioning Manager, Primary Care						
Purpose	<p>The purpose of this paper is to:</p> <ol style="list-style-type: none"> 1. Inform members of the selection process outcomes for Slough GPAF Lead practice provider 2. Seek the committee's approval to award the contract extension to the selected bidder 						
The Primary Care Commissioning Committee is required to (please tick)							
Approve	<input type="checkbox"/>	Receive	<input type="checkbox"/>	Discuss	<input checked="" type="checkbox"/>	Note	<input checked="" type="checkbox"/>
Risk and Assurance <i>(outline the key risks / where to find mitigation plan in the attached paper and any assurances obtained)</i>	<p>Service Continuity Risk: there is a risk in relation to procurement timelines and transitioning from our current service provision to a new service provider. The timescales given to procure a new provider are extremely tight, allowing short transitioning period only. Due to complexity of IT set up in Slough the timescales for deployment have been delayed, leaving a very short period of time between full IT deployment and the start of a new service provision. To mitigate this to the maximum possible extent, the current service provision has been extended until 31st August 2018</p>						
Legal implications/regulatory requirements	Requirement to meet procurement legislation						
Public Sector Equality Duty	EIA to be completed.						
Links to the NHS Constitution (relevant patient/staff rights)	<p>The NHS provides a comprehensive service available to all; Access to NHS services is based on clinical need;</p>						

	<p>The NHS aspires to the highest standards of excellence and professionalism;</p> <p>The NHS aspires to put patients at the heart of everything it does;</p> <p>The NHS works across organisational boundaries and in partnership with other organisations in the interests of patients, local communities and the wider population;</p> <p>The NHS is committed to providing best value for taxpayers' money and the most effective, fair and sustainable use of finite resources.</p> <p>The NHS is accountable to the public, communities and patients it serves.</p>
<p>Strategic Fit <i>Primary Care strategy? and Other relevant strategies</i></p>	
<p>Commercial and Financial Implications <i>(Identify how the proposal impacts on existing contract arrangements and have these been incorporated?)</i></p> <p><i>Include date Deputy CFO has signed off the affordability and has this been incorporated within the financial plan. Include details of funding source(s)</i></p>	<p>Financial Implications for CCGs:</p> <p>The total contract value is £ 909, 356 for the 2018-19 delivery</p> <p>The contract is funded centrally by NHSE GPAF allocations at £6 per head.</p> <p>The Slough GPAF Service model is well within the financial envelope</p> <p>Date Deputy CFO sign off</p>
<p>Quality Focus <i>(Identify how this proposal impacts on the quality of services received by patients and/or the achievement of key performance targets)</i></p> <p><i>Include date the Director of Nursing has signed off the quality implications)</i></p>	<p>Quality Schedule in place</p>
<p>Clinical Engagement <i>Outline the clinical engagement that has been undertaken</i></p>	<p>Slough Innovation Panel GPs</p> <p>GPs part of the Primary Care Operations Group membership.</p>
<p>Consultation, public engagement & partnership working implications/impact</p>	<p>Health Watch representative part of the Primary Care Operations Group membership.</p>

<p>NHS Outcomes</p> <p><i>Please indicate (highlight) which Domain this paper sits within by highlighting or ticking below: Please note there may be more than one Domain.</i></p>	<p>Domain 1 Preventing people from dying prematurely;</p> <p>Domain 2 Enhancing quality of life for people with long-term conditions;</p> <p>Domain 3 Helping people to recover from episodes of ill health or following injury;</p> <p>Domain 4 Ensuring that people have a positive experience of care; and</p> <p>Domain 5 Treating and caring for people in a safe environment; and protecting them from avoidable harm.</p>
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Co-Commissioning governance

<p>Which CCG does this Paper relate to or potentially affect?</p>	<p>East Berkshire CCGs</p>
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1. Executive Summary

Slough Extended Hours Service:

NHS East Berkshire CCG commissions Slough GPAF / Extended Hours Service LCS that is set out to deliver an additional clinical appointment capacity to Slough population.

It has been approved by the Primary Care Operations Group in April 2018 to set up a selection process for a Slough GPAF lead practice provider. This is to maximise the current service potential, ensure an equal service provision is delivered to the Slough population.

All Slough practices have been invited to express an interest in becoming the GP lead provider for the 13 month contract extension.

The model will be supported by a new interoperability system deployment which will underpin the service provision and enable the set-up of a single management function.

The service model has been discussed with the following panels; Slough Members and Slough Innovations and has been approved by PCOG in 2017 as part of the GPAF contract extension, allowing broader 13 month for a full procurement and consultation process.

The selection process has been shared and approved by Slough Innovations Forum and, Slough Members and Primary Care Operations Group.

The following practices have expressed an interest in delivering the service:

1. Bharani Medical Centre
2. Langley Health Centre as a lead practice with Chapel
3. Herschel Medical Centre
4. Crosby House Surgery
5. Manor Park Medical Centre

The Selection process and phases took place as follows;

2. Phase 1: Premises and public transport shortlisting :

(*see document 1, page 6)

The panel met on Wednesday 30th May to scrutinise evidence provided by practices and CSU and to score against the set criteria, shortlisting 2 potential providers.

The panel consisted of a number of clinicians, CCG managers and lay members.

The panel reached a consensus with no individual rating; scoring was complete in a group, following a discussion and scrutiny of evidence provided.

1 Gp completed scoring outside of the meeting, but was given all evidence required and was briefed on the process prior to the scoring.

The panel have reached the following decision, based on scoring of individual sites.

The 2 following practices have been shortlisted based on:

1. Two lead providers to be shortlisted to phase 2
2. Provider to score 80% and above

1. **Bharani Medical Centre : 100% (score of 63 points out of 63)**
2. **Herschel Medical Centre : 86% (score of 54 out of 63)**

The below practices have not met the criteria for shortlisting and have been informed accordingly.

3. **Langley Health Centre: 71% (score of 44.6 out of 63)***
4. **Crosby House Surgery: 70% (score of 44 out of 63)**
5. **Manor Park Medical Centre : 62% (score of 39 out of 63)**

*Langley and Chapel's scores have been combined based on the service capacity that was proposed by the lead provider.

- 55.6% of app. capacity to be delivered at Upton Hospital
- 44.4 % of app. capacity to be delivered at Langley

Langley and Chapel travel to site by public transport within 30 mins:

$60.4 \times 0.556 = 33.58 \%$ (site scored 0 against these criteria as to score 1, the site must reach a minimum of 50+1)

$34.4 \times 0.444 = 15.27 \%$ (site scored 0 against this criteria as to score 1, the site must reach a minimum of 50+1)

To score 3 (fully satisfying the criteria) for public transport, minimum of 70+1 % of residents must be able to reach the site within the timescales given

To score 1 (partially satisfying the criteria) for public transport, minimum of 50+1 % of residents must be able to reach the site with the timescales given

Fewer than 50% were scored as 0

Langley site scored the total of 48/63 ($48 \times 0.444 = 21.312$)

Chapel site scores the total of 42/63 ($42 \times 0.556 = 23.352$)

Total= 44.664/63 =71%

3. Phase 2 : Quality and Capacity assessment

The panel met on Wednesday 20th June to scrutinise evidence provided by both bidders and to score against criteria set out in the **document 2 'Questions and Template for Responses'** *

The panel consisted of a number of clinicians, CCG managers and lay members.

The panel reached a consensus with no individual rating; scoring was complete in a group, following a discussion and scrutiny of evidence provided.

Both bidders have been informed of the process and been tasked to fill in a response template focusing on:

1. Infrastructure
2. Management experience and Clinical Leadership
3. Transitioning of the service from its current set up to a single service provision and further development of the service, reflective of local population needs
4. Contingencies- assurance around service business continuity, workforce management
5. Engagement with practices and public and the CCG
6. Responsiveness

The panel reached the following scores:

1. Bharani Medical Centre scored: 56.25/100%

2. Herschel Medical Centre scored :51.25/100%

4. Outcomes of the Slough Extended Hours GP lead provider selection process:

Based on the evidence provided and the scoring, the selection panel reached a decision and made recommendations to PCOG panel to appoint Bharani Medical Centre as the Slough GPAF Lead Practice Provider from 1st September 2018 for the duration of the 13 months contract extension.

At the 28th June 2018 PCOG meeting, the group scrutinised in detail and approved the recommendation for Bharani Medical Centre to provide this service.

5. Recommendations:

Therefore, it is recommended that the Committee:

1. Formally ratify the recommendations made on Thursday 28th June by members of the Primary Care Operations Group to award the contract to Bharani Medical Centre.

***Document 1**

GPAF Service Delivery Site Criteria:

Key		Parking capacity: Calculation <ul style="list-style-type: none"> Add up all rooms patients receive treatment in and multiply by 2 Add 1 space for each clinicians Add 1 space for each back office function (receptionist) Formula breakdown: 9 consultation rooms needed = 9x2=18 9 Clinicians = 9x1=9 2 receptionists =2x1 =2 MINIMUM CAR PARK SPACES REQUIRED= 18+9+2= 29
Weighting	Rating	
Crucial = 5	Fully satisfies = 3	
Very important =4	Partly satisfies = 1	
Important = 3	Does not satisfy = 0	
Some importance = 1		

AREA	CRITERIA	WEIGHTING	RATING	SCORE
Location and Public transport	The location must meet the following criteria: (where the majority of the catchment population for the service live) Site can be reached within 20 minutes time for patients across the CCG area by public transport. It was agreed by the panel to increase the travel time to 30 mins as 10 mins should be allowed for walking to/ from the bus stop. This is included in the CSU data	5		
Parking	Adequate parking spaces for estimated patient numbers across the whole life of the pilot project	3		
Disability access	Suitability of premises for people with disabilities or mobility issues	3		
IT	Enables the IT solution to be implemented, e.g. N3 connectivity	3		
Clinical Rooms	Number of available consulting rooms and treatment rooms meet or exceed 6, and will be available for guaranteed occupation by GPAF staff from 18:00pm Monday – Friday inclusive as well as Saturday and Sunday daytime (* 9 rooms needed if service is delivered from 1 site only)	4		
Seating	Minimum of 15 seats available at the site (Number of clinical rooms needed x 1.5)	3		

***Document 2**

Questions and Template for Responses

No	Question	Weighting
1	<p>Please provide a detailed description of how your organisation would develop and deliver this service.</p> <p>Make specific reference to your compliance in relation to relevant Governance Regulations, Record Keeping and Reporting Procedures.</p>	20%
2	<p>Please provide a detailed project plan for delivering work, which defines the level of support.</p> <p>Make specific reference to your use of systems relevant to ensuring quality control and efficiency and the management of workforce capacity required to deliver the service</p>	15%
3	<p>Please advise who within your organisation would take responsibility for managing this overall requirement and the specific individuals that would lead in relation to this work and demonstrate your organisation has the capacity in terms of service delivery.</p> <p>Please provide CV's and or information about their experience and suitability in relation to the requirements.</p>	20%
4	<p>Please provide relevant examples which demonstrate your organisation has the experience and skills set out in Document 1 - Service Specification, demonstrating well lead / managed and responsive service</p>	25%
5	<p>Service Delivery Site Criteria</p> <p>Please note this section will be completed by CCG using the scores achieved in phase 1 shortlisting for premises and transport</p>	20%

SCORING CRITERIA:

Each of the evaluation criteria will be scored on a 0-4 basis as below. Please ensure that within your response you note the timescales and deliverables set out within the service specification and the evaluation criteria.

Assessment	Score	Interpretation
Superior	4	As Comprehensive but to a significantly better degree or likely to result in increased quality
Comprehensive	3	A comprehensive response submitted in terms of detail and relevance
Acceptable	2	An acceptable response submitted in terms of the level of detail, accuracy and relevance
Limited	1	Limited information provided or a response that is inadequate or only partially addresses the question
Deficient	0	Response to the question (or an explicit requirement) significantly deficient or no response received

Score per question	% of weighting
4	100%
3	75%
2	50%
1	25%
0	0%

The table below demonstrates the potential scores which can be awarded to each evaluation criteria and related question

Question	Weighting	Score				
		0	1	2	3	4
		0%	25%	50%	75%	100%
1	20%	0%	5%	10%	15%	20%
2	15%	0%	3.75%	7.5%	11.25%	15%
3	20%	0%	5%	10%	15%	20%
4	25%	0%	6.25%	12.5%	18.75%	25%
5	20%	0%	5%	10%	15%	20%
Total	100					