

Procurement template

To be used when commissioning services from GP practices, including provider consortia or organisations in which GPs have a financial interest.

Service: Acupuncture Enhanced Service	
Question	Comment/Evidence
<p>How does the proposal deliver good or improved outcomes and value for money – what are the estimated costs and the estimated benefits?</p> <p>How does it reflect the CCG's proposed commissioning priorities?</p> <p>How does it reflect the CCG's commissioning obligations?</p>	<p>Acupuncture can be provided as an additional service for patients. The aim is to provide acupuncture to assist in the treatment of a range of chronic and acute conditions including:</p> <ul style="list-style-type: none"> • Acute and chronic pain • Some skin conditions • Pre-menstrual tension • Fatigue • Migraine • Allergic conditions <p>The service hopes to reduce the prescribing of analgesics and non-steroidal anti-inflammatory drugs within the practice, reduce the need for physiotherapy, referrals to secondary care, and to improve patient satisfaction.</p> <p>It delivers value for money by preventing expensive referrals to / treatment in secondary care, and delivering care closer to the patient in their own practice; improving outcomes and patient satisfaction. These are core objectives of the CCGs commissioning priorities.</p>
How have you involved the public in the decision to commission this service?	Historical contract pre-CCG.
What range of health professionals have been involved in designing the proposed service?	Historical contract pre-CCG.
What range of potential providers have been involved in considering the proposal?	In the past this service has been commissioned from only one general practice in Rotherham. In 2015/16 it will be open to all Rotherham practices to participate if they wish.
How have you involved your Health and Wellbeing Board?	Historical contract pre-CCG.

<p>How does the proposal support the priorities in the relevant joint health and wellbeing strategy (or strategies)?</p>	<p>The service hopes to reduce the prescribing of analgesics and non-steroidal anti-inflammatory drugs within the practice, reduce the need for physiotherapy, referrals to secondary care, and to improve patient satisfaction.</p>
<p>What are the proposals for monitoring the quality of the service?</p>	<p>In order to deliver the service, providers must:</p> <ul style="list-style-type: none"> • Have the necessary skills and experience to carry out the contracted procedure in line with British Medical Acupuncture Society Code of Practice and Complaints Procedure standards, continuing a sustained level of activity; • Conduct an annual patient questionnaire and make a quarterly data return to the CCG; • Discuss their participation and skills in their annual appraisal; • Undertake necessary supportive educational activities; • Perform all acupuncture to British Medical Acupuncture Society Code of Practice and Complaints Procedure standards; • Purchase the needles required for acupuncture from Acumedic London; • Records of all procedures will be maintained in such a way that aggregated data and details of individual patients are readily accessible. <p>At the end of each quarter the provider must complete a data return via SurveyMonkey as requested by the Quality Assurance Team. As a minimum, this data set will include:</p> <ul style="list-style-type: none"> • The number of acupuncture appointments delivered in the previous quarter; • The number of new patients seen in the previous quarter; • The number of follow-up patients seen in the previous quarter; • The number of patients discharged in the previous quarter. <p>The provider must undertake a patient satisfaction questionnaire each year, a report from which must be submitted to the CCG by 31st March. As a minimum, the questionnaire must ask:</p> <ul style="list-style-type: none"> • How satisfied the patient is with the service they receive; • What improvements could be made to the service they receive; • The duration of treatment received so far; • A measure of the severity of the condition for which they are being treated before

	<ul style="list-style-type: none"> • acupuncture; • A measure of the severity of the condition for which they are being treated now; • Give space for the patient to make any other comments about the acupuncture service.
What systems will there be to monitor and publish data on referral patterns?	Not applicable.
Have all conflicts and potential conflicts of interests been appropriately declared and entered in registers which are publicly available?	Yes.
Have you recorded how you have managed any conflict or potential conflict?	If any conflicts recorded they would be managed in line with the NHS Rotherham CCG Conflict of Interest Policy and Procedure.
Why have you chosen this procurement route ¹ ?	Historical contract pre-CCG.
What additional external involvement will there be in scrutinising the proposed decisions?	
How will the CCG make its final commissioning decision in ways that preserve the integrity of the decision-making process and award of any contract?	
Additional question when qualifying a provider on a list or framework or pre selection for tender (including but not limited to any qualified provider) or direct award (for services where national tariffs do not apply).	
How have you determined a fair price for the service?	Historical contract pre-CCG.
Additional questions when qualifying a provider on a list or framework or pre selection for tender (including but not limited to any qualified provider) where GP practices are likely to be qualified providers.	
How will you ensure that patients are aware of the full range of qualified providers from whom they can choose?	Patients can currently only access the service if their practice chooses to participate.
Additional questions for proposed direct awards to GP providers.	
What steps have been taken to demonstrate that the services to which the contract relates are capable of being provided by only one provider?	Historical contract pre-CCG.
In what ways does the proposed service go above and beyond what GP practices should be expected to provide under the GP contract?	Acupuncture is not included in the GMS, PMS, or APMS core contract and is an additional service.

¹ Taking into account all relevant regulations (e.g. the NHS (Procurement, patient choice and competition) (No 2) Regulations 2013 and guidance (e.g. that of Monitor).

<p>What assurance will there be that a GP practice is providing high-quality services under the GP contract before it has the opportunity to provide any new services?</p>	<p>The quality of delivery of core services is determined by a system of contract monitoring, including review visits to the practice. This has only recently become the responsibility of the CCG and the quality of both core and enhanced services delivered by the practice will be reviewed simultaneously.</p>
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