

## Procurement template

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

Service: Ring Pessary Enhanced Service: Initial Fit and Routine Change	
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>Plain ring pessaries (not containing any hormonal or other substance) can be an effective symptomatic treatment for uterovaginal prolapse and are more acceptable to some patients than surgery. A suitably fitted Pessary requires changing every 3 to 6 months in order to reduce the risk of ulceration and infection. This meets the priorities and obligations of the CCG by delivering services in primary care, closer to the patient.</p>
<p>How have you involved the public in the decision to commission this service?</p>	<p>Patient consultation has not taken place as this is an expansion of an existing service that supports both National and CCG priorities, whilst ensuring patients can receive treatment at their own practice, closer to home.</p> <p>From 1<sup>st</sup> April 2015 all practices delivering enhanced services will be required to participate in a rolling programme of patient questionnaires to ensure quality and satisfaction.</p>
<p>What range of health professionals have been involved in designing the proposed service?</p>	<p>Not applicable – this is an expansion of an existing service.</p>
<p>What range of potential providers have been involved in considering the proposal</p>	<p>In order to achieve care closer to home, that is more convenient for patients, this service was offered to 32 general practices.</p>
<p>How have you involved your Health and Wellbeing Board?</p> <p>How does the proposal support the priorities in the relevant joint health and wellbeing strategy (or strategies)?</p>	<p>Not applicable – this is an expansion of an existing service.</p>
<p>What are the proposals for monitoring the quality of the service?</p>	<p>Practices will submit a quarterly data report to the CCG via SurveyMonkey when requested by the Quality Assurance Team. As a minimum, the dataset will include the</p>

	<p>numbers, and types of cases treated in the previous quarter.</p> <p>In order to ensure patients are satisfied with the Ring Pessary service, the CCG will undertake a rolling programme of questionnaires that providers will need to distribute to patients. When the provider needs to take part, they will be supplied with a number of paper questionnaires and pre-paid envelopes – patients will return their questionnaires directly to the CCG and the provider will ensure they are encouraged to complete them. The CCG will expect a return rate of approximately 30-40% and will ensure the provider receives the resulting data analysis for their information, as well as a copy of an annual overview.</p>
What systems will there be to monitor and publish data on referral patterns?	Not applicable.
<p>Have all conflicts and potential conflicts of interests been appropriately declared and entered in registers which are publicly available?</p> <p>Have you recorded how you have managed any conflict or potential conflict?</p>	<p>Yes.</p> <p>If any conflicts recorded they would be managed in line with the NHS Rotherham CCG Conflict of Interest Policy and Procedure.</p>
<p>Why have you chosen this procurement route<sup>1</sup>?</p> <p>What additional external involvement will there be in scrutinising the proposed decisions?</p> <p>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?</p>	<p>This procurement route delivers equity of service and access to patients, in their own practice, closer to home.</p> <p>Not applicable – this is an expansion of an existing service.</p> <p>Not applicable – this is an expansion of an existing service.</p>
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?	Staff time and equipment were costed to establish a price.
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	Patients are free to choose their GP practice, within practice boundaries.

<sup>1</sup> 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).

whom they can choose?	
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?	The contract was offered to 32 GP providers in Rotherham and was taken up by 26.
In what ways does the proposed service go above and beyond what GP practices should be expected to provide under the GP contract?	The fit and change of ring pessaries has traditionally been carried out by Gynaecological Teams in secondary care, therefore this service represents tasks additional to the GP contract. In some cases, practices were already carrying out this work therefore this service now adequately reimburses them.
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?	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.