



Mindfulness Training for Practice Managers – book your place today!

Leeds LMC are pleased to invite Practice Managers to register a place on the FREE Mindfulness Resilience Course. This is a 4 (consecutive) week course comprising of 4 x 2 hour sessions, held at The Friends Meeting House, Garden Room, New Adel Lane, Adel, Leeds, LS16 6AZ. The sessions will be held on the following dates:

- Thursday 3rd October – 7.00-9.00pm
- Thursday 10th October – 7.00-9.00pm
- Thursday 17th October – 7.00-9.00pm
- Thursday 24th October – 7.00-9.00pm

The LMC will be providing sandwiches and refreshments from 6.30pm, however it is crucial that each session starts at 7pm prompt.

Who is the course suitable for?

- This course is suitable for anyone who wishes to enhance their wellbeing, get more in touch with their personal values and experience greater sense of meaning and purpose in life. It can also be useful for individuals experiencing stress, anxiety, low mood.
- Staff in the NHS and university students have experienced positive benefits from this course delivered by the facilitators recently.

"I began the course to try to understand what was going on in my mind a bit more. It was really transformative for me to find a few steps of distance between my mind having thoughts, and me as an entity. After finishing the course, I have noticed how useful it is to be able to wake up from autopilot, particularly in stressful situations... mindfulness really helps me day to day."

Course information:

- This evidence-based psycho-educational training programme (Flaxman & Bond, 2006) is informed by Acceptance & Commitment Therapy (ACT) (Hayes et al, 1999).
- ACT is a mindfulness-based intervention that seeks to change the way people respond to stress-related thoughts and feelings, enabling them to pursue valued work and life goals, even when experiencing difficult thoughts and emotions.
- Previous research has indicated that this intervention leads to significant increases in general wellbeing and emotional health (Flaxman & Bond, 2006).

Please be aware when applying for the course that to attain the full benefits of the course, participants must be able to attend all four sessions.

Register your place by email mail@leedslmc.org Bookings will be allocated on a first come first served basis. Once the course is fully booked we will keep reserve list on file should further courses become available.

Confirmation that you have secured a place on the course will be sent by email to you by close of play on Friday 16th August 2019.

Depending on interest and feedback from this course the LMC may look to hold additional courses later in the year for both Practice Managers and GPs. Should you have any further questions please do not hesitate to get in touch with us at the LMC office.

Save the date - LMC/PCSE Pensions Learning Event – Monday 30th September 2019

Following on from the LMC/PCSE Learning Roadshow held in May this year, PCSE have agreed to hold a Pensions focussed event. This will include guidance on specific cases, particularly around processing pensions information and payments.

PCSE are intending to be closer to Performers List transformation by early October 2019, therefore are hoping to be in a position to provide an update on this and potentially have a demonstration to present.

The event will be held at Garforth Holiday Inn on Monday 30th September 19. Restaurant lunch 11:45-12:30, workshop 12:30-14:30. Please email mail@leedslmc.org to register your place.

GP practice and CCG responsibilities for Data Protection Officers (DPO)

Since April 2018, CCGs have been required to provide IG advice and DPO support to practices. The new GP contract announced that this mandatory requirement would be extended. In 2019, CCGs are required to offer a Data Protection Officer (DPO) function to practices in addition to their existing DPO support services. This DPO function can be provided by the CCG direct or through its commissioning support service. Funding has been made available in CCGs' baseline to support this requirement. The new Primary Care (GP) Digital Services Operating Model, due to be published in July, includes detail about CCGs' responsibilities. The mandatory requirements are as follows:

IG advice and Data Protection Officer (DPO) Support:

- Provision of advice, guidance and support on IG related issues including existing operational processes and procedures or new business initiatives to support practice designated Data Protection Officers including existing operational processes and procedures or new business initiatives. This includes:
- Access for practices during normal service hours to specialist qualified advice on GDPR matters;
- Advice on compliance with GDPR obligations;
- Advice reflecting national guidance on GDPR compliance as it is published;
- A review at least annually to identify and improve processes which have caused breaches or near misses, or which force practice staff to use workarounds which compromise data security. This may for example be a facilitated workshop at CCG level which would encourage shared learning;
- Advice to support practices develop and maintain best practice processes that comply with national guidance on citizen identity verification;
- Advice to support practices achieve mandatory compliance with the National Data Opt-Out policy by March 2020.

DPO Function (New requirement from April 2019):

As data controllers and "public authorities" general practices are legally required to designate a DPO. CCGs are now required to provide a named DPO for practices to designate as their Data Protection Officer. The named DPO could be shared between practices. Practices may choose to make their own DPO arrangements. CCGs are not expected to fund alternative arrangements, if a DPO service has already been offered by

the CCG. However, a CCG may at its discretion offer to fund these alternative arrangements.

The CCG is planning on holding a September evening event at Weetwood Hall to discuss their DPO role in more depth. Please look out for further details on this event in due course.

Pension scheme consultation

The government is consulting on proposals to make the NHS Pension Scheme more flexible and transparent for senior clinicians. The GPC, through the BMA as a whole, will be responding to this consultation and will strongly suggest that the 50:50 option does not resolve the pension crisis which GPs are facing – read more about our position [here](#). We would encourage individuals and practices to also respond – you can access the consultation [here](#).

Last week the BMA strongly set out their position on this issue, and [wrote to the new Prime Minister during the conservative leadership campaign](#) and whilst they welcomed his commitment to find a solution to the pension crisis, they have subsequently highlighted the crucial importance that removing the annual allowance and tapering arrangements have in improving GP retention. This was reported in the [Telegraph](#)

The BMA are also taking legal action against the Government over the 2015 changes to the NHS pension scheme. [Read the BMA press release](#)

Nine out of 10 patients have ‘confidence and trust’ in their GP

The results of the annual NHS GP patient survey have been published and shows that nine out of 10 patients have ‘confidence and trust’ in their family doctor and general practice staff, including nurses and pharmacists. Patients rate their overall experience of their family doctor highly, with four out of five saying their GP treats them with ‘care and concern’ and provides them with enough time to listen to their needs. Nine out of 10 patients felt involved in decisions about their care, while four in five rated their overall experience of making a GP appointment as ‘good’.

It is gratifying to see that despite the immense pressure we are working under our patients continue to appreciate the amazing job we do. You can read GPC’s full press release [here](#). Dr Richard Vautrey’s comments were quoted in the [Mail Online](#), [The Guardian](#), [Pulse](#) and [GP Online](#).

Leeds CCG rated outstanding by NHS England in their annual assessment

Please see the article below (dated 18th July 19) and attached letter from Dr Simon Stockill, Medical Director and Director of Primary Care at NHS Leeds CCG:

Last week we had announced that the CCG received an outstanding from NHS England for its annual assessment, to add to this the results from the latest national GP Patient Survey were published by NHS England last week, these show that patients in Leeds are positive about the care they receive from their local GP practice. We have more positive news the we’d like to share with you, for the first time 100% of GP practices in Leeds are currently rated as ‘good’ or ‘outstanding’ by the Care Quality Commission (CQC).

I wanted to express my personal thank you for all the work you do, we are indebted to the commitment, skill and dedication shown by colleagues working in each of our GP practices, considering the daily challenges that we face.

You can read my letter to all member practices on the following link:

www.leedsgccg.nhs.uk/content/uploads/2019/07/Primary-care_CQCGP_Patient_Survey.doc

Leeds LMC would also like to take this opportunity to congratulate practices across Leeds and the CCG for the work that they have done to achieve this.

Fit for work ESA65B letter

The Department of Work and Pensions (DWP) has revised the ESA65B letter template, which is sent to GPs once an Employment and Support Allowance (ESA) claimant has been found fit for work following a Work Capability Assessment (WCA), to inform the GP of the WCA outcome and advise them that fit notes are no longer required for ESA purposes. The ESA65B was revised to further emphasise the clinical discretion of GPs to continue issuing fit notes in appropriate circumstances such as when an appeal against a DWP decision is being undertaken. A sample of the revised ESA65B letter is attached at the end of the short guide on the benefits system for GPs which can be found [here](#).

Indemnity – paid for travel vaccinations no longer covered by CNSGP

The Department of Health and Social Care (DHSC) and NHS Resolution (NHSR) have confirmed a [change in cover](#) provided by CNSGP, with the supply and administration of paid for travel vaccinations no longer included. Previously the published scope of CNSGP included the supply and administration of vaccinations where patients are directly charged. DHSC and NHS England have stated that this information was not correct and have apologised for this error.

DHSC and NHSE have committed to ensure that any general practice staff who were administering travel vaccinations and immunisations (where patients were charged a fee) and who understood themselves to be covered under the CNSGP for such activities, are not financially at a disadvantage as a result of any claim, or potential claim, against them as a consequence of relying on the incorrect information. In order to mitigate any risk to the health of patients, NHSR will provide assistance in relation to any claim for clinical negligence for the supply and administration of privately funded travel vaccinations for the period between 1 April and 31 July 2019.

General practice staff should contact NHSR to access support for such claims. Claims relating to the supply and administration of any travel vaccinations or immunisations (where the patient is required to pay) provided outside of this period should be reported to your medical defence organisation or indemnity provider.

Firearms

The Home Office has published a [consultation on draft guidelines for police issuing firearms licences](#), which will ensure officers are consistently checking applicants' medical fitness to hold a licence, and have signed an agreement with the BMA to provide greater protection for GPs who choose to place a firearms flag on the medical record.

The draft guidelines clarify that GPs will be allowed to refuse to provide information for patients applying for licences, and that GPs will be allowed to charge a fee for providing medical information if they so wish. Police officers - and not GPs - will be legally liable for

judging whether someone is able to possess a firearm, and for checking medical records of applicants. Read about the consultation [here](#).

DDRB uplift for GP trainers grant and appraisers' fee

The [DDRB report](#) and the pay uplifts for England were announced on Monday 22 July. The DDRB was asked not to make a pay recommendation for General Medical Practitioners in England as this is the first year of the recently announced five-year contract deal. As part of this agreement, core general practice funding will increase by £978 million per year by 2023/24 providing greater certainty for GMPs to plan ahead. Additionally, all practice staff, including salaried GPs, secured for 2019/20 an uplift of at least 2%, although the actual effect is probably more given the introduction of the state backed indemnity scheme.

This year, the Government accepted the DDRB's recommendation to increase the value of the GP trainers grant and the GP appraisers' grant by 2.5%, from the beginning of the year and backdated as necessary in the event of late implementation.

QOF business rules

NHS England and NHS Digital have confirmed that business rules for QOF 2019 were shared with system suppliers in March this year. These versions of the business rules contained the small number of new codes which had been requested as part of the April 2019 clinical code release, which was delayed to June 2019. These codes will become available for use as system suppliers respond to this code release.

As the business rules released in March had already been updated to include the codes NHS England had requested, it was agreed to not issue a further update to the business rules following the June 2019 code release. As usually happens there will be a full business rule update following the October 2019 code release.

System suppliers are currently involved in the certification and testing of their returns with NHS Digital. These should be in systems on desktops during August and completed ready for the first CQRS extraction at the end of August 2019 as usual.

We understand that many system suppliers have yet to update their local QOF monitoring tools and appreciate that this is frustrating for practices. However, there is no change from any other year to the timetable in which practices will see the business rules implemented in their systems. While waiting for system suppliers to update their products, we would strongly advise practices to refer to the QOF guidance which includes full details of the indicators for 2019/20.

Infected blood inquiry leaflets

Public Health England have published leaflets for GPs and patients to help answer questions about the Infected Blood Inquiry (IBI), which is examining the circumstances in which patients treated by the NHS in the 1970s and 1980s may have received blood and/or blood products infected by HIV or Hepatitis C. There is no responsibility for GPs apart from authorising a blood test for people who are concerned they may be at risk, and onward referral if necessary. The records regarding who has had blood transfusions will be scanty so in general, if the patient is concerned then test. Access the leaflets [here](#).

Safeguarding Children and Vulnerable adults: general practice reporting

Earlier this month NHS England sent a letter to CCGs asking for assurance that children and vulnerable adults are effectively safeguarded. STPs and CCGs should be working together with local GP provider representatives and review their local arrangements in

2019/20 and where necessary implement changes, to ensure that safeguarding activity in general practice is supported. You can find full details [here](#).

The LMC has raised this with Leeds CCG and will be working with them and the local council to ensure appropriate arrangements are in place for Leeds.

The Leeds tele dermatology service

On behalf of Matthew King - Leeds Primary Care Development Facilitator (City Wide) - Cancer, please see the attached update re Leeds tele dermatology service. Should you have any questions or require anything further please contact Matthew King directly matthew.king7@nhs.net tel: 07766134093.

Leeds teledermatology service

The Teledermatology Service launched in June 2018 and has transformed the skin cancer pathway in the city. The system has been put in place to help tackle a skin cancer epidemic which is expected to see the number of hospital referrals in Leeds increase by 41% by 2022. The ambition is that patients with a suspected skin cancer are now securely referred from primary care via the 2WW urgent pathway along with 3 high quality images of the lesion(s). GPs are now able to receive speedier expert input without the need for patients to attend unnecessary clinic appointments.

Dermatoscopes have been installed in GP practices across Leeds. The scopes enable Gps to take a series of images and transfer them electronically to a specialist at LTHT. The images and clinical information on the referral are reviewed by a consultant dermatologist within 48 working hours of receipt. The availability of technology and high specification equipment has enabled image acquisition of sufficiently high quality to facilitate an immediate clinical decision and rapid diagnosis.

As well as creating efficiencies and freeing up secondary care appointments for more serious skin cancer cases, the scheme reduces patient anxiety because the wait for clinical assessment is massively reduced. Patients are now being either reassured that the lesion is benign and so no secondary care appointment needed, or invited for a face to face consultation. This has led to a 10 day reduction in waiting time.

The following videos have been created and provide more information about the service and how to use the equipment.

<https://youtu.be/GyZYkwfCYX4> - Admin process guide (S1)

<https://youtu.be/WX-jEM-X6SM> - GP Practice Staff

https://youtu.be/PluF_WC2j8Y - Patient information

HSJ article

<https://www.hsj.co.uk/technology-and-innovation/harnessing-teledermatology-to-improve-cancer-care-in-leeds/7024371.article>

Leeds Health Pathways launches www application

You can now access Leeds Health Pathways (LHP) on www without being connected to the N3 network and the web address for LHP is <http://www.lhp.leedsth.nhs.uk/>

All of the LHP content will still be accessible via the N3 network using your existing access. There will be a phased implementation over the next two months increasing the number of documents available through www. Initially the citywide clinical pathways, primary care antimicrobial guidelines and Leeds Teaching Hospitals NHS Trust (LTHT) antimicrobial guidelines will be accessible, followed by other LTHT guidelines and those from other organisations.

Having LHP on www will benefit community pharmacists, optometrists and dentists as they will also be able to view clinical pathways and guidelines.

Reducing workload from Secondary Care – Breach template

We continue to receive examples of inappropriate workload from secondary care. This inconveniences patients as well as adding unnecessary workload to practices. We would like to remind practices that the CCG scheme to monitor and act on these incidents continues. Juliette Martin and Dr George Winder lead this piece of work and have drafted the attached feedback which is being planned for inclusion in the next primary care bulletin (please note this is a draft version).

The LMC would like to encourage you to continue to provide your feedback through the “breach” reporting tool to enable the CCG to continue to improve on the correct allocation of services.

Leeds Sexual Health – LARC Provider

Leeds Community Healthcare sent out contact extension letters on 25th July to GP Practices who are an approved LARC provider. This email went to the email address they have registered for your practice. Userguides to transition across to the new LARC invoicing system (Tradeshift) and the LARC SystemOne/EMIS templates were also attached to the email. If you did not receive this and feel you should have could you please email Emma Tiernan, Business Manager for Specialist Services, on emma.tiernan@nhs.net

Sexually Transmitted Infections Foundation (STIF) course 22nd/23rd November 2019

Please find attached flyer relating to Sexually Transmitted Infections Foundation Courses which our Sexual Health service is delivering in November which may be of interest to GPs

Flu Vaccine supplies 2019/20 – Message from Public Health Commissioning Team

Please find attached letter issued by the central team regarding the supply of flu vaccines for the forthcoming 2019/ 20 season. We believe manufacturers of the flu vaccines will also be contacting customers directly to discuss potential phasing of deliveries. If you have not yet received communication from your supplier you are advised to contact them as per the letter.

NAPC Awards 2019 launched

Earlier this month The National Association of Primary Care (NAPC) launched the NAPC Awards 2019. For the first time this year there will be a new category - Primary Care Network of the Year, reflecting the new landscape and the work already achieved by emerging PCNs.

The awards celebrate high standards of care, dedication, integration and innovation. They recognise amazing people, teams and organisations which have gone the extra mile to provide improved patient care for their communities.

This year's awards have five categories which reflect the work of the NAPC and the current environment across primary care. They are designed to highlight innovative practice and those successfully managing primary care.

This year's categories are:

- Clinician of the Year
- Primary Care Manager of the Year
- Newcomer of the Year
- Primary Care Network of the Year
- Primary Care Home of the Year

The deadline for entries is Friday 30 August 2019. To find out more about the categories and how to nominate please visit <https://napc.co.uk/awards-2019/> The winners will be announced at an awards dinner on 9 October 2019 – the first day of NAPC's Annual Conference in Birmingham.

GP Signposting Link

Please see below the link to GP signposting information for you to circulate within your practice. <https://portal.yhcs.org.uk/web/gp-appraisal/home>

OWLS – Children's Bereavement Service Leeds

As you may already be aware, the Jane Tomlinson Appeal has launched its OWLS (Overcoming Worry, Loss and Sadness) Bereavement Service for children living in Leeds aged 4 to 11 who are struggling following the death of a loved one.

The Jane Tomlinson Appeal has 4 strands of intervention: direct 1-to-1 therapy with their Dramatherapist, family support, school's workshops and peer support activity days. The service is free of charge; OWLS is funded by donations to the Jane Tomlinson Appeal.

Please see the attached letter which describes the service in more detail and more information on the offer for schools, as well as a referral form.

This is an alternative provision to CAMHS/NHS. If your practice is aware of any families who would benefit from the holistic approach of the OWLS Bereavement Service, *and who are not currently being supported by another agency*, please encourage them to contact Chloe Haines, Bereavement Dramatherapist - Chloe@janetomlinsonappeal.com 0113 433 3737 or complete and return the referral form (attached). The service is available at no cost to surgeries, families and schools.

GENERAL INFORMATION DISTRIBUTED TO PRACTICES THIS MONTH

Listed below is the information the LMC has sent to Practices recently. If for any reason you would like another copy and/or further information, please contact us.

- ***Receive a fully funded Practice Manager Peer-to-Peer appraisal***
 - ***Leeds LMC Practice Manager Election 2019***
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COMINGS AND GOINGS

Good bye and best wishes to...

Please welcome Adele Hill who will be taking on her new role of Practice Manager at Menston & Guiseley Practice from 1st August 2019.

PRACTICE VACANCIES AT.....

Lead GP, Westgate Surgery – Otley, Leeds OnePrimaryCare

We are looking for an innovative, dynamic Lead GP who is forward thinking, comfortable with change and is keen to work in non-traditional care systems. You will have a passion for driving forward leadership and empowering your clinical team, to deliver quality, viable and safe services.

Westgate Surgery is located in Otley and has an interesting mix of population needs. This is an opportunity to provide care that will really make a difference, by leading a caring, compassionate team who truly put the patients at the forefront of their work.

The role

Utilising your in-depth Primary Care and clinical knowledge, you will be able to translate legislative developments into clinical service delivery designed to meet the needs of the patients and contractual requirements.

Your time will be split between clinical sessions, whereby you will lead by example managing patients' needs, and leadership and management sessions where you will provide clinical guidance to your team.

Working closely with the Service Delivery Leadership Team, you will monitor and manage the performance of your service looking for ways to improve as patient and service needs change.

You are responsible for clinical governance within the service supported by the Director of Primary Care and will provide clinical leadership in order to ensure the safe, effective and compliant delivery of services to all patients. In addition, you will ensure that effective methods are put into place in order for the service to operate efficiently, delivering high quality care to patients and clients.

As with all managers within the group, you are expected to harness a working environment which encourages team work, energy and creativity. To achieve this, you will have strong leadership and excellent problem-solving skills along with good communication skills.

The benefits

- Excellent financial package
- Protected time for leadership and service development
- Support for professional development and clinical supervision
- NHS pension scheme
- Study leave and PDP bursary
- Competitive annual leave
- Continuing professional development time
- In-house mandatory training and professional development resource
- Opportunities for networking within a wider group of likeminded professionals
- Group wide engagement events.
- Regular social events and team bonding events.
- A chance to forge a career you love.

Next Steps

If you would like to know more about the role, including salary and benefits package information, please contact Erica our Recruitment Coordinator for a confidential conversation at ericawall@onemedicalgroup.co.uk.

Gibson lane Practice are looking for a 6-8 session PARTNER/Salaried GP (Can be flexible with sessions)

We are a PMS practice looking for a committed and enthusiastic person to join our friendly, innovative, well organised team.

- List size approximately 11500
- Large leased modern purpose built premises and two branch sites
- Part dispensing
- Full nursing team
- Enhanced services including extended hours

- Research
- High QOF achievers
- TPP SystmOne
- Teaching and training practice

Start date: to be confirmed (willing to wait for the right candidate)

Please send CV with covering letter to: (we welcome informal enquiries and practice visits)

Gill Collins, Practice Manager

Gibson Lane Practice, 276 Gibson Lane, Kippax

LEEDS, LS25 7JN

Email gill.collins@nhs.net - Tel: 0113 2870870

GP Partner(s) / Salaried GP(s) - Or ANP(s) with GP experience to join our friendly and successful training practice in Pudsey, West Leeds.

- More than one role available
- Up to 9 sessions per week (share possible)
- Purpose built premises, no financial input needed
- Well organised, EMIS Web practice
- High QOF achiever
- CQC rating - Good
- 7,400 patients with high patient satisfaction
- Core hours 8am – 6.30pm Mon, Wed, Thurs & Fri. 7am – 6.30pm on Tuesdays.
- No OOH/OOA cover.
- Home visit light
- Excellent nursing and admin team
- Part of the West Leeds Primary Care Network

We are seeking enthusiastic, motivated and forward thinking new members of the team.

Applications with CV and covering letter please to:

Mrs Pauline Shipsey, Practice Manager,

Mulberry Street Medical Practice, Pudsey Health Centre,

18 Mulberry Street, Leeds LS28 7XP

paulineshipsey@nhs.net

Closing date 31st March 2020.

Informal visits welcome. www.pudseyhealthcentre.co.uk

