

Good Practice

Issue 104

Oct 2018

Data Protection Notice update

Data Protection Notice

We have updated our Data Protection Notice:

<https://nhsnss.org/services/practitioner/data-protection>

Additional information

It includes additional information where we share GP earnings data to other public bodies and why we do that:

https://nhsnss.org/services/practitioner/data-protection#part5930_tab

As a data controller of such data, we take our responsibilities and obligations under data protection legislation seriously, and want to make sure that when we share personal data for lawful reasons on a basis other than consent, we do what we can to make data subjects aware of those sharing arrangements.

Enquiries

If you have any questions about this, please contact NSS.P-CFS-Data-Protection@nhs.net.

2018-19 Seasonal Influenza & Vaccination Campaign

SPIRE enabled GP Practices

For those practices with SPIRE, you can use the 2018-19 flu SPIRE report to generate the numbers for your claim.

You can also use the 2018-19 flu report to obtain the five denominator figures required for Health Protection Scotland (HPS).



Updates

2018-19 Flu vaccine orders and deliveries

By now you will have received your first delivery of flu vaccines and will need to think about placing your next order. You can place further orders via the OM Movianto Marketplace using the log-in details previously supplied to you. You can access the Marketplace using this link:

<https://www.ommarketplace.co.uk/Account/Home/Login>

Each week you will have an order cut-off day and an agreed delivery day – these will be the same every week. You will need to make sure your order is placed by 12 noon on the agreed cut-off day to ensure your vaccines arrive on your allocated delivery day. A copy of the OM Movianto delivery schedule can be found here:

<https://nhs.uk/services/practitioner/medical/flu-vaccine-distribution>

aTIV for patients aged 75 and over

aTIV has been temporarily removed from the online ordering system.

A small number of practices have not yet ordered their full 40% allocation of aTIV. If your practice has still to receive its full allocation please contact the OM Movianto Customer Service Team on 01234 248 623 to place an order. The team has a note of the balance available to you and will help you place your order accordingly.

The next consignment of aTIV will be available to order via the online ordering system from 1 October for delivery from the week commencing 15 October. Practices will be able to access a further 20% of their total aTIV requirement during October.

QIV and TIV Vaccines

Both the QIV and TIV vaccines will be available to order as required via the online ordering system.

Pfizer Trivalent Vaccine

Please note that the vaccine supplied by Pfizer for the 2018-19 season will arrive in blue/white packaging and will carry the manufacturer name “Seqirus”. Please be assured that this is not an error and you have received the correct vaccine.

A vaccine information poster developed by NES has been circulated to all GP practices with images and descriptions of each vaccine. A copy of the poster can be accessed via the link below:

<https://www.nes.scot.nhs.uk/education-and-training/by-theme-initiative/public-health/health-protection/seasonal-flu.aspx>

Order quantities

All of the vaccines available to order are supplied in packs of 10 so please take some time to double check the number of vaccines before confirming your order. For example, if you require 200 vaccines then you will need to order 20 packs of 10.

Order and delivery queries

If you have any queries about your order or delivery then you should contact OM Movianto Customer Services directly on 01234 248 623 or email them at: flu.Scotland@movianto.com



2017-18 GP Annual Certificate (GAC) & Guidance

The National Average Earnings (NAE) figure for 2017-18 has not been set yet, however we would encourage all GPs and non-GP Partners to complete and submit a 2017-18 GAC in accordance with 2017-18 guidance and we will process these as soon as the NAE is announced.

Documentation valid for 2017-18 submissions

All documentation is available for GPs and accountants to download from the Practitioner Services website:

<https://nhsns.org/services/practitioner/medical/payment-claims-and-pensions/pensions/>

- GM-CF-SF005 v1 (08-2018) - Annual Certificate of Pensionable Profits 2017-18 Guidance notes
- GM-CF-SF006 v1 (08-2018) - Annual Certificate of Pensionable Profits 2017-18
- GMSSUP002 v2 (06-2011) – Notification of Estimated Pensionable Profits
- GMSSUP006 v6 (07-2015) – GP Solo Form & Guidance

NB Please only use the official 2017-18 forms and do not submit using any previous year's form, as we will only be required to return these to you for completion on the correct form, which inevitably will result in the delay of processing your Annual Certificate.

New for 2017-18 is an additional Page 3 worksheet for instances when a GP has Opt-in / Opt-out periods during the GAC year, to save completing multiple certificates. The guidance notes cover the use of this additional worksheet. As a result of introducing this additional worksheet we are no longer providing a paper copy of the GAC and all submissions should be made by completing the Excel Workbook on a PC or laptop and submitting a signed scanned copy to your Practitioner Services regional office.

Additional Guidance

Can we please encourage you to submit your 2017-18 GAC as soon as practically possible, once complete by a) your accountant and then b) signed off by yourself, as this will allow us to process your GAC much earlier than the more usual March year end, which is the current norm for many.

The advantage of this to Practitioners is twofold and very much worth considering:

1. If, in processing your 2017-18 GAC earlier, we find you are due a refund of contributions, then you would receive those refunded contributions much earlier than might otherwise be if you were to wait until March to submit. Equally,
2. If a 2017-18 GAC is processed in December 2018 (where no 2018-19 Estimated Pensionable Profit (EPP) form is in effect) then the following will occur:
 - all 2017-18 indebtedness will be collected in full in Dec 18, and
 - 2018-19's previous estimate will be replaced with the 2017-18 Pensionable Profit and the increased indebtedness will be spread over the remaining 4 months of the financial year (rather than had you waited until Mar 19 to submit your GAC, when the total indebtedness would be collected, in full for both years)

Please contact your Regional Office should you wish to discuss further any issues you may have.



National Average Earnings (NAE): 2017-18 setting update

We still await any word on the setting of the 2017-18 NAE.

As always please be assured as soon as we have that information we will look to advise practices of the fact.



Important Dates

Medical Payment date for September: Friday 28th September 2018

Earliest date from when e-Statements may be available: Tuesday 25th September 2018

Medical Payment date for October: Wednesday 31st October 2018

Earliest date from when e-Statements may be available: Friday 26th October 2018

NHS Circulars, Guidance & Information

- 2018-03-01** Application form to register permanently with a general medical practice
[http://www.sehd.scot.nhs.uk/pca/PCA2018\(M\)01.pdf](http://www.sehd.scot.nhs.uk/pca/PCA2018(M)01.pdf)
- 2018-04-01** GP premises sustainability loan scheme 2018-19: notes of interest, amount of loan and priority categories
[http://www.sehd.scot.nhs.uk/pca/PCA2018\(M\)02.pdf](http://www.sehd.scot.nhs.uk/pca/PCA2018(M)02.pdf)
- 2018-04-01** General Medical Services Statement of Financial Entitlements for 2018-19
[http://www.sehd.scot.nhs.uk/pca/PCA2018\(M\)03.pdf](http://www.sehd.scot.nhs.uk/pca/PCA2018(M)03.pdf)
- 2018-04-01** Primary Medical Services (Directed Enhanced Services) (Scotland) Directions 2018
[http://www.sehd.scot.nhs.uk/pca/PCA2018\(M\)04.pdf](http://www.sehd.scot.nhs.uk/pca/PCA2018(M)04.pdf)
- 2018-06-27** General Medical Services Statement of Financial Entitlements for 2018/19
[https://www.sehd.scot.nhs.uk/pca/PCA2018\(M\)05.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2018(M)05.pdf)
- 2018-08-14** Influenza and pneumococcal immunisation directed enhanced service
[https://www.sehd.scot.nhs.uk/pca/PCA2018\(M\)06.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2018(M)06.pdf)
- 2018-08-21** Shingles (herpes zoster) immunisation scheme: year 6 directed enhanced service
[https://www.sehd.scot.nhs.uk/pca/PCA2018\(M\)07.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2018(M)07.pdf)
- 2018-08-30** National Code of Practice for GP premises: GP premises leased from private landlords
[https://www.sehd.scot.nhs.uk/pca/PCA2018\(M\)08.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2018(M)08.pdf)
- 2018-09-20** 2018 GP contract: guidance for Health Boards
[https://www.sehd.scot.nhs.uk/pca/PCA2018\(M\)09.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2018(M)09.pdf)
Historic circulars can be searched on:
<http://www.publications.scot.nhs.uk/>



DDRB 2018-19 Uplift - Update

We understand that formal notification regarding Scottish Government and Scottish General Practitioner Committee agreement on the 2018-19 DDRB and population uplifts will be with us soon.

To that end we are hopeful that we will be in a position to pay the arrears and set the uplifted Global Sum values for processing along with October 2018 Medical payments.

As soon as we can, and in advance of the October payment being made, it is our intention to write to every practice with their specific arrears details. We will do this by email, utilising the e-Statement recipient Mandate, so please keep checking those email in-box(s).

Importantly, and as a consequence of the DDRB uplift, practices in receipt of an Income and Expenses Guarantee and those practices in receipt of an OOH Opt-In payment will also see an arrears element included and will be similarly written to with their arrears details.

External Events & Publications

- 2018 – Monthly | RCPSG | Royal College Advanced Certificate in Clinical Education
- 2018 - October | RCPSG | Glasgow Gastro Conference 2018
- 2018 - October | RCPSG | Stroke 2018
- 2018 – October | RCPSG | Returning Travellers: Exotic encounters, imported infections and visiting vectors
- 2018 - November | RCPSG | Palliative Care Conference
- 2018 - November | RCPSG | Breast Cancer Conference
- 2018 – November | RCPSG | Acute Medical Problems in Pregnancy for Physicians
- 2018 – November | RCPSG | Medicine for All: Respiratory / Medicine for All: Gastroenterology
- 2018 – November | RCPSG | Foundation in Travel Medicine

Regional Office Contacts

All Regional office contact details are available on the Practitioner Services website.

If you cannot find a member of staff or their contact details are missing, please let us know and we will update the lists accordingly.

<https://nhsnss.org/services/practitioner/medical/contact-us/>

Good Practice Newsletter Contact

Kenny Moorhouse (Editor)
Practitioner Services
GMS Quality Assurance Team
Bridge View
1 North Esplanade West
Aberdeen, AB11 5QF
01224 358483
NSS.psd-gmsqa@nhs.net

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