

Item for:-	
Decision	X
Recommendation	
Information	



Morecambe Bay
Clinical Commissioning Group

AGENDA ITEM NO: 6.0.

Meeting Title/Date:	Primary Care Commissioning Committee - 18 May 2020		
Report Title:	Application for a variation to an existing GMS contract to include additional surgery premises - Duddon Valley Medical Practice		
Paper Prepared By:	Kate Hudson/ Kay Wilson	Date of Paper:	May 2020
Executive Sponsor:	Hilary Fordham	Responsible Manager:	Kate Hudson
Committees where Paper Previously Presented:	N/A.		
Background Paper(s):	Primary Care Commissioning Committee paper - 18 February 2020: Options Appraisal - Askam in Furness.		
Summary of Report:	<p>At its meeting in February 2020, the Committee considered the future provision of primary medical services to the patients currently registered at the GP practice in Askam in Furness, following confirmation of the retirement of the single-handed GP.</p> <p>At the meeting the Committee agreed that the list of patients should be dispersed at the end of the contract period. In reaching this decision, however, the Committee was mindful of the impact on patients and gave a commitment to members of the public present that the option of an existing practice opening a branch site within the Askam in Furness area would be explored. The attached report sets out the details of an application which has been received from Duddon Valley Medical Practice for approval to include additional premises under its current GMS contract.</p>		
Recommendation(s):	The Primary Care Commissioning Committee are recommendation to approve the application for an additional branch surgery site with the conditions included within Section 7 of this report.		
			Please Select Y/N
Identified Risks: (Record related AF or RR reference number)	<p>The Committee has previously recognised the challenges that patients currently registered at the Askam practice may have in travelling to surrounding practices via current public transport links. If the application was declined these challenges would remain.</p> <p>There is also a risk that Duddon Valley</p>		Y

	<p>Medical Practice may not secure premises from which to provide services; this is set out further in the paper.</p> <p>If premises are secured this may not be within the timescale proposed by the practice due (1st July 2020) to current COVID-19 restrictions which may cause short, unavoidable delays.</p>	
<p>Impact Assessment: (Including Health, Equality, Diversity and Human Rights)</p>	<p>An Impact Assessment was undertaken as part of the Options Appraisal paper presented to the Committee in February 2020.</p>	<p>Y</p>
<p>Strategic Objective(s) Supported by this Paper:</p>		<p>Please Select (X)</p>
<p>Better Health - improve population health and wellbeing and reduce health inequalities</p>		<p>X</p>
<p>Better Care - improve individual outcomes, quality and experience of care</p>		<p>X</p>
<p>Delivered Sustainably - create an environment for motivated, happy staff and achieve our control total</p>		
<p>Please Contact:</p>	<p>Kate Hudson Head of Primary Care Kate.Hudson@morecambabayccq.nhs.uk</p>	

**MORECAMBE BAY CCG PRIMARY CARE COMMISSIONING COMMITTEE****APPLICATION FOR A CONTRACT VARIATION
IN RESPECT OF ADDITIONAL PREMISES****DUDDON VALLEY MEDICAL PRACTICE
(A82651)****1. INTRODUCTION**

- 1.1 Duddon Valley Medical Practice is a member of the Mid-Furness Primary Care Network (PCN) and holds a General Medical Services (GMS) contract for the provision of Essential, Additional and Enhanced services to a registered population of 3,403 patients (weighed population of 3,840.27) as at 01 April 2020. The practice currently has two premises listed under the contract: Askew Gate, Kirkby in Furness (main practice site) and Foxfield Road, Broughton in Furness (branch site).
- 1.2 On 11 May 2020, Duddon Valley Medical Practice submitted an application to Morecambe Bay Clinical Commissioning Group (CCG) for approval to vary the existing GMS contract to include additional premises at 2 Parklands Drive, Askam in Furness. The effective date requested for the variation is 01 July 2020 (see **Appendix 1**).
- 1.3 The purpose of this report is to present information to the Primary Care Commissioning Committee in order for Members to determine whether the application for a variation to the GMS contract should be approved.
- 1.4 It should be noted, that whilst this application includes approval for the practice to provide a dispensing service, this decision is outside the remit of the Primary Care Commissioning Committee and as such NHS England / NHS Improvement will need to consider this element and the practice would need to apply separately to them to obtain approval of this.

2. BACKGROUND

- 2.1 Primary medical services have been provided to patients registered at the surgery in Askam in Furness by a sole practitioner; Dr Jain. Dr Jain informed Morecambe Bay CCG of his intention to retire from general practice on 31 December 2019; his original planned end date was 31 March 2020 although Dr Jain offered to extend this to 30 June 2020.
- 2.2 At the Primary Care Commissioning Committee meeting held on 18 February, Members considered the options for the future provision of primary medical services to the registered population and took the decision to disperse the patient list. However, the Committee was mindful of the impact this decision would have on

registered patients and asked that the option of an existing practice opening a branch surgery within Askam in Furness was fully explored.

- 2.3 The Local Medical Committee (LMC), represented at Primary Care Commissioning Committee meeting in February, approached local practices to ask for 'Expressions of Interest' (EoI) to be submitted to the CCG by 16 April 2020. One EoI was received; this was submitted by Duddon Valley Medical Practice (see **Appendix 2**).
- 2.4 The CCG is aware that the local MP, Mr Simon Fell; local Councillor, Mr Ben Shirley and Mr Mike Cumming, have been instrumental in working with local residents to broker an agreement for the purchase of the existing premises from Dr Jain with the intention of making the building available for general medical provision.

3. ASSESSMENT OF THE APPLICATION

Rationale for Application

- 3.1 Duddon Valley Medical Practice has confirmed that it is able and willing to open a branch surgery within Askam in Furness and has given the following explicit reasons:
- The retirement of the existing GP;
 - The concerns of local residents that a GP surgery and associated dispensary is retained within the village;
 - Askam in Furness is currently part of the practice area of Duddon Valley Medical Practice and consequently the practice already has a number of existing patients who live within the village;
 - There is a rail link from Askam in Furness to Kirkby in Furness and Broughton in Furness and the Health Needs Analysis undertaken by the CCG showed that average travel times to key services in Cumbria are longer than the national average;
 - Information from the Health Needs Analysis also showed that 8% of the community are families with low incomes and that communities in Cumbria rank amongst the 10% most deprived in England;
 - The resilience to continue providing primary medical care to the population of Askam in Furness and Duddon Valley Medical Practice will be enhanced by this development; and
 - The resilience of the Mid-Furness Primary Care Network will be maintained.
- 3.2 Furthermore, Duddon Valley Medical Practice has included information from the Health Needs Analysis undertaken by the CCG, which demonstrated that additional residential developments are planned for the area of Askam in Furness.

Services to be provided

- 3.3 The range of Additional and Enhanced services¹ currently provided to patients registered at Askam in Furness is shown in Table 1 below; the table indicates whether Duddon Valley Medical Practice also provides the service.

Table 1: Additional and Enhanced Services

SERVICE	PROVIDED BY DUDDON VALLEY MEDICAL PRACTICE
Additional Services	
Childhood Immunisations and Vaccinations	Yes
Immunisations and Vaccinations	Yes
Cervical Screening	Yes
Contraceptive Services	Yes
Maternity Medical Services	Yes
Minor Surgery (Additional Services element)	Yes
Child Health Surveillance	Yes
Directed Enhanced Services	
HPV completing dose (booster)	Yes
Meningococcal ACWY freshers	Yes
Meningococcal B	Yes
PCV Hib/ Men C	Yes
MMR (aged 16 and over)	Yes
Pertussis (Pregnant Women)	Yes
Pneumococcal Polysaccharide (PPV)	Yes
Rotavirus	Yes
Shingles (Catch up)	Yes
Shingles (Routine)	Yes
Childhood Seasonal Influenza	Yes
Seasonal Influenza	Yes
Learning Disabilities Health Check Scheme	Yes
Extended Hours Access (now as part of the Primary Care Network DES)	Yes

¹ The provision of Essential Services is a requirement of all GMS contracts

SERVICE	PROVIDED BY DUDDON VALLEY MEDICAL PRACTICE
Minor Surgery (Directed Enhanced Services element)	Yes
Out of area registration	Yes
Local Enhanced Services	
Morecambe Bay CCG Quality Improvement Scheme (QIS)	Yes
Anti-coagulation monitoring	Yes
Minor Injuries	Yes
Shared Care	Yes
Post-Operative Dressings	Yes
Prostate Cancer / Zoladex	Yes

3.4 Duddon Valley Medical Practice has indicated that it is able to provide primary medical services to patients registered at Askam in Furness and that it intends to improve on and expand the range of services provided currently, specifically:

- Duddon Valley Medical Practice provides services that prevent patients from attending A&E and clinical investigation services at Furness General Hospital (FGH) meaning that unnecessary travel for patients is reduced;
- Duddon Valley Medical Practice provides 24 Hour blood pressure monitoring, spirometry testing, ECGs, Doppler studies and ear irrigation services alongside the services specified in the GMS contract;
- Duddon Valley Medical Practice has a female GP; and
- Duddon Valley Medical Practice has a large team of practice nurses who provide all routine services throughout the week.

3.5 As part of the engagement process, Duddon Valley Medical Practice has also identified that it supports the delivery of multiple sclerosis specialist nurse service when necessary as well as heart failure specialist nurses and First Step cognitive behaviour therapies from the practice and it envisages extending these services into Askam in Furness.

3.6 Duddon Valley Medical Practice has confirmed that it routinely provides home visiting service to patients; this is undertaken not only by the GPs at the practice but also by practice nurses as required.

Availability of services to patients

3.7 In accordance with the GMS contract, all practices must provide services during core hours which are defined as: 08:00 to 18:30 Monday to Friday except for Public and

Bank Holidays². As set out in the report to the Committee in February, the current practice at Askam in Furness is closed on Wednesday afternoons although patients are able to access services in an emergency as the GP lives within the village.

- 3.8 The EoI received from Duddon Valley Medical Practice stated that the practice intended to provide services on four days each week. The application received confirmed that the practice will open for a minimum of four days at Askam in Furness; the proposed opening hours are set out in Table 2 below.

Table 2: Proposed Opening Hours

DAY	OPENING TIME	CLOSING TIME
Monday	08:00	18:00
Tuesday	Closed	
Wednesday	08:00	18:00
Thursday	08:00	18:00
Friday	08:00	18:00
Saturday	Closed	
Sunday	Closed	

- 3.9 The opening hours of the current sites (Kirkby in Furness and Broughton in Furness) are shown in Table 3 below. It should be noted that the requirement to be open during core hours is a responsibility under the contract and, therefore, provided that a practice with multiple sites is open during core hours from at least one site; the opening times of branch sites do not have to meet this requirement.

Table 3: Duddon Valley Medical Practice Opening Times

DAY	OPENING TIME	CLOSING TIME
Kirkby in Furness³		
Monday	08:00	18:30
Tuesday	08:00	18:30
Wednesday	08:00	18:30
Thursday	08:00	13:00
Friday	08:00	18:30
Saturday	Closed	
Sunday	Closed	
Broughton in Furness		
Monday	08:00	18:00
Tuesday	08:00	18:00
Wednesday	08:00	13:00

² During the current COVID-19 outbreak, however, practices have been required to open on Bank Holidays

³ Currently Duddon Valley Medical Practice website reflects a closing time of 18:00 at Kirkby in Furness; this will be followed up by the Primary Care Team

DAY	OPENING TIME	CLOSING TIME
Thursday	08:00	18:30
Friday	08:00	18:00
Saturday	Closed	
Sunday	Closed	

- 3.10 Duddon Valley Medical Practice has confirmed that it operates an appointment system at both practice sites and that this will be extended to include Askam in Furness. The proposed times during which patients would be able to book appointments are shown in Table 4 below.

Table 4: Proposed Clinic times

DAY	GP APPOINTMENT TIMES		OTHER CLINICAL APPOINTMENT TIMES	
	Start	Finish	Start	Finish
Monday	08:00	10:30 (11:00)	15:00	17:30 (18:00)
Tuesday	Closed		Closed	
Wednesday	08:00	10:30 (11:00)	15:00	17:30 (18:00)
Thursday	08:00	10:30 (11:00)	15:00	17:30 (18:00)
Friday	08:00	10:30 (11:00)	15:00	17:30 (18:00)

- 3.11 Duddon Valley Medical Practice intends to provide 10 minute appointments for patients being seen by a GP with the option of 15 minute; 30 minute; 45 minute or 60 minute appointments being available for patients being seen by a nurse.
- 3.12 Duddon Valley Medical Practice provides Extended Hours on Thursday evenings between 18:30 and 20:30, as part of the Mid-Furness PCN Extended Hours provision. The practice envisages rotating the location of the Extended Hours between the three sites if this application is approved.

Staffing Arrangements

- 3.13 Table 5 below shows the current staffing levels and the staffing structure proposed by Duddon Valley Medical Practice should the application be successful, in which case the practice could register in excess of 1,000 additional patients. The table shows that the number of practice nurses, dispensers and reception staff is to increase if the application is successful.
- 3.14 As part of the application, Duddon Valley Medical Practice has said that it employs more staff than is currently required as this makes the practice resilient against staff absences which has been demonstrated during the current pandemic situation. The administration staff employed at the practice currently work at both sites and the practice believes that a culture of staff integration is imperative to the effective running of a practice.

Table 5: Current and Proposed Staffing Structure

STAFF TYPE	CURRENT		PROPOSED STAFFING	
	No of Staff	WTE*	No of Staff	WTE*
GP	3	2	3	2.75
Advanced Nurse Practitioner	0	0	0	0
Practice Nurse	4	2.25	5	3
Dispensers	5	3.5	7	5
Practice Manager	1	0.25	1	0.25
Admin Manager / admin staff	4	2.25	4	2.25
Receptionists	6	4	8	5.5

* WTE = Whole Time Equivalent

NB One dispenser also undertakes reception duties and is therefore counted twice

Two administrators also undertake dispenser duties and are therefore counted twice

One practice nurse also undertakes administration duties and is therefore counted twice

One GP also undertakes practice manager duties and is therefore counted twice

Patient Satisfaction Survey

- 3.15 The results of the GP Patient Survey, in respect of four specific questions related to patients accessing services, are shown in Table 6 below. As can be seen, Duddon Valley Medical Practice scored above the CCG average and the national average in relation to these questions.

Table 6: GP Patient Survey 2019

	Easy to contact practice by 'phone	Patients who were satisfied with general practice appointment times available	Were offered a choice of appointment when they last tried to make a general practice appointment	Patients who were satisfied with the type of appointment offered
Duddon Valley Medical Practice	95	83	80	88
Morecambe Bay CCG average	74	72	65	77
National average	68	65	62	74

[RAG rating: Green = above CCG and national averages; Amber = above national average but lower than CCG average; Red = below CCG and national averages]

Quality and Outcomes Framework (QOF)

- 3.16 The Quality and Outcomes Framework scores for 2019 / 20 are currently being ratified. However, the achievement for previous years is shown in Table 7 below.

Table 7: QOF Scores 2018 / 19

DUDDON VALLEY MEDICAL PRACTICE	POINTS ACHIEVED	MAXIMUM AVAILABLE	CCG AVERAGE	NATIONAL AVERAGE
2018 / 19	519.50 (93%)	559	521.64 (93%)	522.76 (94%)
2017 / 18	508.81 (91%)	559	515.71 (92%)	513.81 (92%)

[source: NHS Digital]

Practice Boundary

- 3.17 The current practice boundary for Duddon Valley Medical Practice is shown at **Appendix 3**. As stated in the application, this includes the areas of Askam in Furness and also Ireleth. Areas such as Dalton in Furness and Ulverston are also included in Duddon Valley Medical Practice's boundary.
- 3.18 In relation to the patients registered at the current Askam in Furness site, the CCG is aware that there are a number of patients which live outside Askam in Furness and Ireleth but are registered with the practice. This is, in part, due to the fact that whilst the current practice boundary is limited to the areas of Askam in Furness and Ireleth, there is a large outer boundary which includes Dalton in Furness.
- 3.19 Whilst the practice boundary for Duddon Valley Medical Practice is not as extensive as the outer boundary of the current practice (see **Appendix 4**), it should be noted that a practice is not obliged to register new patients residing within the outer boundary, the GMS contract stipulates that patients must live within the agreed (main) boundary of a practice in order to be registered. A practice can choose to register patients residing within the outer boundary, but this is not compulsory. Consequently, the practice boundary of Duddon Valley Medical Practice includes all areas of the current practice boundary.

Finance

- 3.20 If the application is approved, it is anticipated that patients living within Askam in Furness and currently registered at the Askam surgery on Parklands Drive could seek to register with Duddon Valley Medical Practice. In this scenario, the practice will receive the GMS sum in relation to each patient it registers; currently this is £93.24 per weighted patient. As at 01 April 2020, the list size of the current Askam practice was 1,277 patients (weighted list size of 1,416.97).
- 3.21 Within the first year of registration, Duddon Valley Medical Practice will receive an addition to the global sum in recognition of a 'new patient registration fee'. This is equivalent to an additional 46% of the global sum figure and is payable in the first year only.
- 3.22 However, when considering the finance, the following points should be noted:
- 3.22.1 Both Duddon Valley Medical Practice and the current practice hold a GMS contract and, therefore, the rate of reimbursement is the same;

- 3.22.2 Duddon Valley Medical Practice currently includes Askam in Furness within its boundary and consequently patients could register with the practice irrespective of whether the application is approved.⁴
- 3.23 If the application for additional premises is approved, Duddon Valley Medical Practice will be entitled to receive additional premises costs reimbursement. This sum is calculated by the District Valuer (DV) and is dependent on a number of factors; guidance in the NHS (Premises Costs) Directions 2013 state:
- “where a contractor which rents its practice premises makes an application to the Board for assistance towards its rental costs; and*
- “the Board is satisfied (before the lease is agreed or varied), where appropriate in consultation with the District Valuer Service, that the terms on which the new or varied lease is to take effect represents value for money,*
- “the Board must consider that application and, in appropriate cases (having regard, amongst other matters, to the budgetary targets it has set itself), grant that application.”*
- [source: paragraph 31, Part 5, NHS (Premises Costs) Directions 2013]*
- 3.24 The application states that the anticipated period of lease would be a 10 year period. However, until final confirmation of the use of the premises and associated lease agreement, is received by the CCG it is not possible to estimate the additional costs. The current reimbursement cost to the CCG of the premises at 2 Parklands Drive, Askam in Furness, is £21,000 per annum.
- 3.25 Duddon Valley Medical Practice has estimated that the additional costs to the practice associated with opening the building are approximately £4,000 for additional telephony equipment and a further £25,000 to £30,000 for items of equipment and modifications to the building. Whilst some elements of building works may be eligible for an Improvement Grant, the purchase of medical equipment is not reimbursable. In relation to the additional telephone equipment needed, guidance in respect of Improvement Grant funding says that: *“Extension of existing telephone system / console (owned) – only if associated with new works”* is eligible for reimbursement under the scheme.

4. ENGAGEMENT

Patient Participation Group (Duddon Valley Medical Practice)

- 4.1 Duddon Valley Medical Practice contacted six members of the Patient Participation Group on 27 April 2020; two remaining members of the group were not contacted as both were known to be unwell at the time. The comments received from the six members, some of whom live in Askam in Furness, were positive; for example: *“brilliant”*; *“improves practice resilience and services to our community”*, and *“supports the community”*. The only concerns expressed related to the ability of staff to dedicate time to preparing the application during the current pandemic.

⁴ The advantage of the contract being amended to include Askam in Furness is that the practice would be required to provide services within Askam in Furness, thereby reducing the need for patients to travel to access services

- 4.2 The practice has confirmed that it would anticipate undertaking further engagement with the Patient Participation Group should the application be successful.

Neighbouring Practices

- 4.3 Duddon Valley Medical Practice has confirmed that neighbouring GP practices are aware of the application and have been asked to provide letters of support. It is anticipated that these will be available after a PCN meeting on 14 May⁵.
- 4.4 Morecambe Bay CCG has contacted neighbouring practices; responses to these enquiries will be distributed to Members in advance of the meeting.

Healthwatch Cumbria

- 4.5 Duddon Valley Medical Practice has discussed the application, by telephone, with Healthwatch Cumbria. Healthwatch Cumbria was supportive of the application and confirmed that this was a positive development for the village and would be happy to see the continuation of primary medical care provided within the village together with a dispensing service. The practice has confirmed that it will continue to work with Healthwatch Cumbria if the application is approved.

Local Medical Committee

- 4.6 The LMC has been involved in the discussions with Duddon Valley Medical Practice in respect of the branch surgery application and the CCG is aware that the LMC fully supports the practice's application.

Local Councillors

- 4.7 As said earlier in this report, local Councillors and MPs have worked with Duddon Valley Medical Practice in the preparation of the branch surgery application. Mr Simon Fell MP has confirmed his support in writing to the CCG (see **Appendix 5**).

Local Health Care Providers

- 4.8 Duddon Valley Medical Practice has also contacted a range of health care providers including: District Nursing Team, Community Midwifery Service and Furness Carers. The feedback given in relation to the proposed branch surgery has been positive.
- 4.9 The CCG undertook various patient engagement exercises with the registered patients at Askam in Furness and is aware that there is overwhelming support for a GP practice to remain within the village. However, discussions with registered patients specifically in relation to the application submitted by Duddon Valley Medical Practice have not taken place.

5. OPTIONS APPRAISAL

- 5.1 The Committee has two options: (i) to reject the application and (ii) approve the application.

⁵ Confirmation of these will be provided to Members once these have been received by the CCG

5.2 Option 1: Reject the application

If the application was rejected, the contract held by Duddon Valley Medical Practice would continue, as is, and would only include the current premises at Kirkby in Furness and Broughton in Furness. In this scenario patients would not have access to primary medical services within the village of Askam in Furness and would need to register with an alternative GP practice. There are a number of GP practices within a 7 mile radius of the current Askam site that patients could choose to register with, including Duddon Valley Medical Practice.

Benefits:

- 5.2.1 The dispersal process would continue and patients would have clarity about the future provision of primary medical services in the area.

Risks:

- 5.2.2 From the engagement events undertaken, the CCG is aware that a number of patients will have difficulty in travelling to alternative GP practices due to limited public transport options;
- 5.2.3 Additional inconvenience for patients, with a lack of provision within Askam in Furness, may mean that some patients choose not to register with an alternative GP practice;
- 5.2.4 The lack of community pharmacy provision in Askam in Furness means that patients will not have local access to pharmaceutical services including 'over the counter' medicines without the need to travel.

5.3 Option 2: Approve the application

If the application was approved, the GMS contract held by Duddon Valley Medical Practice would include a branch site address within Askam in Furness. This would ensure that primary care medical provision was available to the residents of Askam in Furness and Ireleth within the local area.

Benefits:

- 5.3.1 Residents of Askam and Ireleth will be able to access primary medical services within the local area without the need to travel;
- 5.3.2 New residents within Askam in Furness and Ireleth (following any new housing development) will be able to register with a local GP practice;
- 5.3.3 If the dispensing element of the application is approved by NHS England / NHS Improvement, patients will be able to have medicines dispensed without the need to travel.

Risks:

- 5.3.4 Neighbouring practices may feel disadvantaged if the patient list is not dispersed and patients choose to remain registered at the practice with a branch site based in Askam in Furness.

6. SUMMARY

- 6.1 Duddon Valley Medical Practice has applied to open a branch surgery within Askam in Furness; it is the practice's intent to deliver the branch service from the current Askam practice premises. The procedure to create a branch surgery would be for the GMS contract for Duddon Valley Medical Practice to be varied to include additional premises.
- 6.2 The effective date for the opening of the branch surgery is 01 July 2020. In view of the current pandemic, it may not be feasible for the branch site to be effective from this date as the mobilisation of the premises would involve a number of organisations visiting the site.
- 6.3 The current practice boundary for Duddon Valley Medical Practice includes the areas of Askam in Furness and Ireleth. Whilst the boundary for Duddon Valley Medical Practice is wider than the inner boundary for the current Askam practice, it is not as extensive as the outer boundary of the current practice and, therefore, some of the patients registered with the current practice may not be eligible to re-register with Duddon Valley Medical Practice. [The current list of patients is being dispersed and, therefore, will not be transferred to Duddon Valley Medical Practice, but patients will have the option of registering with the practice if they choose to do so.]
- 6.4 Duddon Valley Medical Practice provides the same range of Additional and Enhanced Services that patients currently have access to. In addition to these, the practice has confirmed other services which it plans to make available to the patient population.
- 6.5 The practice has confirmed that the number of staff employed will increase slightly (additional nursing staff and dispensers) should the application be approved. There is no plan to increase the number of GPs employed although the number of sessions worked is to increase (from 2 WTE GPs to 2.75 WTE GPs).
- 6.6 Duddon Valley Medical Practice is not in a position to confirm agreement has been reached on the potential branch site premises lease agreement and it may be that the practice has to explore alternative sites if a suitable lease agreement could not be reached.

7. RECOMMENDATION

- 7.1 Members are asked to consider the information contained within this report with a view to approving the application for a variation to the current GMS contract held by Duddon Valley Medical Practice to include additional premises.

- 7.2 It is recommended that this approval would be subject to the following terms:

Practice Premises (address of branch site)

- 7.2.1 By 10 June 2020, the practice confirms that it intends to begin providing services from Askam in Furness and confirms the address of the premises from which it will provide those services. [This date is three weeks before the effective date of the contract variation and will allow sufficient time for this to be issued and signed before the commencement of services.]

7.2.2 If the practice is unable to comply with paragraph 7.2.1, and in turn unable to confirm the commencement of services from those premises, the practice will confirm to the CCG the address of the additional premises within a six months' period (ie by 18 November 2020). If, by this date, the practice is unable to comply with this request, the approval to vary the contract will lapse and the practice will be required to make a new application, if it chooses to do so.

7.2.3 The practice will be required to maintain provision of general medical services from the address within Askam in Furness included within the GMS contract.

Dispensing Service

7.2.4 The practice will make the appropriate application to NHS England / NHS Improvement for approval to provide a dispensing service which will commence at the same time as, or as soon after as possible, the provision of primary medical services.

New Patients / Engagement

7.2.5 The practice will provide information to patients choosing to register with the practice from within Askam in Furness and Ireleth in respect of the services which will be offered including the times at which patients can access these.

7.2.6 The practice ensures membership of the Patient Participation Group sufficiently reflects the number of patients resident in Askam in Furness and Ireleth.

7.2.7 The practice produces, and submits to the CCG, a Communications Plan setting out the full range of planned engagement prior to and following the opening of the branch site.

Contract Variation Notice

7.2.8 The practice signs the appropriate contractual variation notice to reflect the additional premises from which it will be required to provide services.

Care Quality Commission (CQC) Registration

7.2.9 The practice ensures that the appropriate notices are submitted to the CQC to reflect the additional practice premises.

APPENDIX 1: APPLICATION FROM DUDDON VALLEY MEDICAL PRACTICE FOR VARIATION TO EXISTING CONTRACT

**Application to open an additional site (branch surgery)
Business case**

The request to open an additional site represents a significant change to the provision of services to patients. Accordingly, practices are required to consult on their proposal with the Clinical Commissioning Group (CCG), Healthwatch, their Patient Participation Group (PPG), their local MP, the Local Medical Committee (LMC), local Acute and Community Trusts, local practices/network, and partnership organisations (District Nurses, Health Visitors, School Nurses, etc). The detailed results of these consultations should be appended to this application.

The minimum standard of consultation should consider the following areas:

Promotion: The proposed changes should be displayed in an appropriate format in all patient waiting areas with details about where the patient questionnaires can be found.

By questionnaire: A questionnaire is available in practice for patients to complete at the surgery, and also mailed out to a 10% cross section of the practice population. Completed questionnaires should be able to be handed in to the practice, returned via email to or by post to either the practice or relevant CCG.

In person: Drop-in event(s) the details of which to be displayed at the practice and on the website.

Online: Information about the relocation and the questionnaire to be made available on the practice website as well as the CCG's website. If available this should also include the practice and CCG's Twitter and Facebook pages with links to the questionnaire.

Communications should be in line with accessible information standards to ensure that people who have a disability, impairment or sensory loss get information that they can access and understand, and any communication support that they need from health and care services. This includes making information available in braille, large print and other languages on request.

Practice Details

Practice code	A82651
Practice name	Duddon Valley Medical Practice
Current practice address(es)	The Surgery Askew Gate KIRKBY-IN-FURNESS Cumbria LA17 7TE The Surgery Foxfield Road BROUGHTON-IN-FURNESS Cumbria LA20 6EZ
Proposed additional practice address	The Surgery 2 Parklands Drive ASKAM-IN-FURNESS Cumbria LA16 7JP

Affected parties

Neighbouring practices		
Neighbouring practices distance from the proposed site – specify name and practice code		
	Name and practice code	Distance from proposed site
Surgery 1	Duddon Valley Medical Practice A82651	5 miles
Surgery 2	Market Street Surgery A82039	2.8 miles
Surgery 3	Norwood Medical Centre A82008	6 miles
Surgery 4	Bridgeway Medical Centre A82009	6.4 miles

Engagement

What level of engagement has been undertaken with the following groups? Please provide detailed information and analysis of the feedback received from each group?

<p>Clinical Commissioning Group (CCG) (If neighbouring practices are in a different CCG area, please ensure that their CCG is also contacted.)</p>	<p>Mid-Furness Primary Care Network (PCN) meeting 16 January 2020, 1pm, Bardsea.</p> <p>This meeting was chaired by Dr Gerry Murray.</p> <p>Kate Hudson and Kay Wilson were in attendance from the Clinical Commissioning Group (CCG).</p> <p>The first part of this meeting considered the future impact of the closure of Askam Practice on the PCN and patients who are currently registered with the practice.</p> <p>It was confirmed that the Askam Practice would cease on 31 March 2020 with no plans currently for succession in place.</p> <p>It was noted that members of the practice staff had been served with redundancy notices by Dr Jain for the 31 March 2020.</p> <p>Dr LA Wilson from Duddon Valley Medical Practice (DVMP) confirmed that he had expressed an interest in the Askam practice and discussions had taken place with Dr Jain through January 2020.</p> <p>Dr Wilson had been contacted in early January by Dr Jain who had decided to retire.</p> <p>In previous years there have also been discussions between Dr Jain and Dr Wilson re merging the practices in anticipation of Dr Jain's retirement.</p> <p>Mrs K Wilson, Assistant Practice Manager/Practice Nurse (DVMP) confirmed she had recently visited the practice to meet the staff following these discussions between Dr Jain and Dr Wilson as the staff had been very concerned re any future plans for the practice.</p> <p>Mrs Wilson confirmed that Dr Wilson had been very interested in renting the building from Dr Jain in order to continue to deliver medical services in Askam.</p> <p>Dr Wilson has provided cover for the practice over the years and more recently, at very short notice, on several occasions when Dr Jain has been suspended from work.</p> <p>It has now been confirmed that Dr Jain does not wish to consider renting his premises but wants to sell the practice building to any future doctor.</p> <p>Dr Wilson confirmed that he was not in a position to purchase the building and therefore no further discussions have been planned with Dr Jain.</p> <p>Future possibilities for the practice were outlined by Kate Hudson and discussions arose between the Mid-Furness PCN about these possibilities and about any other interest from practices to help with the future of Askam Practice.</p> <p>No other practice from the PCN expressed an interest in the Askam Practice at the meeting.</p> <p>It was confirmed that a due process of consultation has now to be undertaken by the CCG re the future for the Askam Practice.</p> <p>It was noted that dispersal of the practice list could be the result of any consultation process.</p> <p>At this time Dr Wilson understood that DVMP would not be in a position to provide medical services for Askam patients due to the above.</p> <p>Further developments took place following this meeting involving interested parties re the future of the Askam Practice.</p> <p>The CCG sent a letter to Askam Practice patients about re registering with alternative practices pending any success in securing continuing medical services in Askam.</p> <p>Following this letter an e mail from the LMC was sent to GP's to seek expressions of interest in delivering medical services in Askam with a submission date of 16 April 2020.</p> <p>Dr Wilson submitted his statement of interest on 6 April 2020 as he now understood there was a purchaser for the surgery building who wished to lease this to a doctor to continue practising in Askam.</p> <p>A telephone meeting took place on 24 April 2020 at 17.30 between Kate Hudson, CCG, Kay Wilson, CCG, Dr Wilson, DVMP and Katharine Wilson, DVMP.</p> <p>The application process was discussed and it was confirmed that the application is not for a merger but for an additional site (branch surgery).</p> <p>The deadline for submission of the application was confirmed as 8 May 2020.</p> <p>It was understood that the CCG and the LMC would like sight of the application before it is submitted.</p> <p>In conclusion Dr Wilson is now in a position to apply for the additional site by 8 May 2020.</p>
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<p>Patient Participation Group (PPG)</p>	<p>Members of the Patient Participation Group (PPG) who were well enough to be contacted during this Covid 19 crisis were telephoned throughout the day on 27 April 2020.</p> <p>There are 8 patients in the PPG. Out of these only 6 were contacted as Dr Wilson considered the remaining 2 members to be too ill to be disturbed.</p> <p>Members who were contacted reside in Askam, Kirkby, Broughton and surrounding rural areas. They were advised of the application proposed by Dr Wilson re Askam Practice and that this application needs to be submitted by 8 May 2020.</p> <p>Their views were noted as follows:</p> <p>Brilliant Go ahead Improves practice resilience and services to our community Ideal solution to the problem Supports the community A “win win” situation for everyone No issues with this No objection whatsoever Completely support this Relief that there will be more than two surgery buildings for such a large geographical area Perfect No brainer Wish the application very good luck 100% with you especially for the people of Askam and Ireleth Makes perfect sense More flexibility across 3 locations Good development for the practice No hesitation to support the application People in Askam will be much happier with an expanded practice Would the practice have enough time to dedicate to this application during the Covid 19 crisis? Would staff have enough energy to give to this application? We are quite spoilt really with the service we currently receive but understand the importance of resilience I have trust and faith in all of the practice and always have You would not do it unless all of you were 100% satisfied it was possible I approve of how the practice is currently managed at the moment</p> <p>PPG Members asked if they could “spread the word” about the proposed application amongst our local community, where possible, during the Covid 19 crisis and they will encourage people to contact DVMP if they have any concerns/questions re the application.</p> <p>It is envisaged that there would be further communications and engagement with the PPG if our application is approved.</p> <p>DVMP would also expect to engage with our current patients and any further new patients who may register about any proposal. This would have to take place during any interim period between application approval and commencement of service delivery in Askam.</p> <p>In conclusion Dr Wilson is very confident that his proposed application would be of benefit to all concerned since there was unanimous support for his application from his PPG with assurances given to them that the same standard of service would be extended to Askam without changing how DVMP is managed at the moment.</p>
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Local MP	<p>Dr Wilson was contacted by Ben Shirley, Secretary to Simon Fell, MP.</p> <p>Mr Shirley confirmed that there had been a meeting of local residents with CCG representatives and a Local Medical Committee (LMC) representative.</p> <p>He explained that the CCG were considering dispersal of the practice list at Askam.</p> <p>Mr Shirley explained that a further opportunity to encourage a doctor to run the Askam Practice was to be considered again and due process would take place.</p> <p>Mr Shirley confirmed that a letter had been sent to all the registered patients at the Askam Practice from Kate Hudson, Head of Primary Care, CCG on 24 February 2020.</p> <p>This letter included information about 13 neighbouring practices that patients could register with, pending the CCG's investigation into a branch surgery option.</p> <p>The "Save Our Surgery" group now wanted to know if Dr Wilson would reconsider any support for the Askam Practice.</p> <p>The group were aware that Dr Wilson had previously expressed interest in January 2020 and had had discussions with Dr Jain.</p> <p>Dr Wilson confirmed that this had been the case.</p> <p>Dr Wilson confirmed that he had had discussions with Dr Jain preceding this about the future possibilities for the Askam Practice eg when Dr Jain might retire.</p> <p>It was confirmed that the stumbling block and the only reason that Dr Wilson could not continue to show any interest now was that Dr Jain was unwilling to rent the current premises.</p> <p>Dr Wilson explained that he was unable to purchase the premises and Dr Jain only wants to sell the premises now.</p> <p>Over the last weeks DVMP has been involved in further discussions with Mr Shirley about the future of the Askam Practice, as a third party has now come forward who is prepared to purchase the surgery building from Dr Jain and lease it to a doctor to provide medical services in Askam.</p> <p>Mr Shirley wished to know if Dr Wilson would now be able to reconsider his position to provide support for the Askam Practice.</p> <p>Mr Shirley advised Dr Wilson that there had been overwhelming support that he should do this from the "Save Our Surgery" group.</p> <p>DVMP have now had discussions with Local Councillor, Mr Mike Cumming re business planning/strategy to ensure smooth process if Dr Wilson's application is successful.</p> <p>A local painter and decorator will be contacted.</p> <p>DVMP have now had discussions with local builder and proposed purchaser Mr Harry Barker. He confirms that he is prepared to offer a minimum of a 10 year lease for a surgery and happy that arrangements can be agreed between us re any structural modifications/alterations that may be required.</p> <p>DVMP is also willing to invest and carry out any extra, internal improvements that may be required to update the premises and for the smooth running of the practice.</p> <p>Mr Simon Fell, MP has sent a letter to Ms K Hudson, CCG lending his full support to DVMP's application.</p> <p>This letter states that the local community is overwhelmingly in favour of accessing GP and dispensing services in Askam. It refers to the health of the community, the ageing population and poor, public transport that further necessitates the need to retain the service.</p> <p>Confirmation was provided in this letter that over 500 people had also signed a petition which has formerly been lodged with Parliament, week beginning 20 April 2020. The letter states that DVMP has a very good reputation of providing high quality patient services and for creating a great place to work for their staff. So, by adding a third practice (Askam) this would not only safeguard the health and wellbeing of people in Askam and Ireleth but firm up the resilience of the DVMP, a fact endorsed by their PPG.</p> <p>In conclusion Dr Wilson is happy to pursue an application to provide medical services in Askam now that some suitable premises will be available for him to rent, together with the widespread support of the community and Mr Simon Fell, MP.</p>
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Healthwatch

Discussions with Elaine Ralph from Healthwatch Cumbria (03003038567) on 1 May 2020.

Elaine was informed of the current situation with the practice in Askam.

She was very surprised to hear of, and had been unaware of the current situation regarding the suspension from practice of Dr Jain.

Elaine is now aware of the imminent closure of the practice when Dr Jain retires on 30 June 2020.

Elaine is now aware that Dr Wilson's application process is underway to deliver medical services in Askam and her thoughts were requested on this as soon as possible due to the shortened timescale for submission.

Her immediate reaction was positive and she was to discuss it further with her colleagues. She felt that it was a great proposition as far as she was concerned.

She understood that DVMP's ambition is to provide an improved primary medical care service to the people of Askam.

Following these discussions Elaine Ralph contacted Oliver Pearson, Senior Engagement Officer, Healthwatch.

Oliver Pearson telephoned DVMP on 1 May 2020 (07780612285) offering further support and encouragement for the application.

He had absolutely no objections and fully supports the application which was very much welcomed.

He was delighted that services could be continued and improved.

It was noted that his colleague, Rebecca Knagg has been very aware of the temperature of the village residents, being an Askam resident herself.

He stated that Rebecca spoke very highly about the reputation of DVMP and, from her perspective the application would definitely be supported 100% by the community.

It was noted that Healthwatch could have offered support for the situation earlier had it been involved. They would have carried out surveys, canvassed local residents and gathered information/public opinion and evidence about local perspective through facebook etc to support any plans for future services.

Discussions took place re the lack of transport links out of Askam and that providing a practice where people live is very important. He was especially delighted that the Askam services would continue to provide a dispensary service.

He stated that his colleague Rebecca had not known that Askam was a dispensing practice already. Therefore the continuation of this would be a real, local asset to the community. This would prevent patients who already live in Askam, but are already registered at DVMP having to make any extra journeys to Kirkby or Broughton to collect repeat medication for example.

This is good for our carbon footprint.

Oliver Pearson is to speak with Sue Stevenson, his Chief Officer at Carlisle re the situation.

DVMP have had further discussions with Oliver Pearson during week commencing 4 May 2020 and will remain engaged with Healthwatch who are very much aware of our application. They have not raised any concerns or challenges. We expect to continue to engage with them throughout the application process and any future implementation, to provide further information as required.

In conclusion it was understood that the application by DVMP would be very much supported by Healthwatch.

<p>Local Medical Committee (LMC)</p>	<p>E mail received from Local Medical Committee (LMC) about submitting expressions of interest in Askam Practice.</p> <p>Discussions with Kay Wilson, CCG confirmed that DVMP needed to speak to the LMC about pursuing any expression of interest in Askam Practice.</p> <p>The deadline of 16.4.2020 was noted for submission of expressions of interest.</p> <p>The statement of expression of interest from DVMP was sent on 6.4.2020.</p> <p>Following submission of the statement Mr Stephen Toulmin, LMC, offered to send some information to DVMP to help support completion of DVMP's application form. It was agreed that time is of the essence.</p> <p>Confirmation was given that the Askam practice will close on 30.6.2020 and the list will be dispersed if there is no application received and/or no approval of an application.</p> <p>There were several conversations on 22.4.2020 with the LMC re the application forms that had been sent to DVMP from them, since they were different to ones already received from the CCG.</p> <p>Discussions arose re the merger application forms, specifically about the amount of information necessary in order to complete these in as short amount of time as possible.</p> <p>The CCG and LMC later confirmed that the correct forms to be used were for an additional site (branch surgery) and not for a merger.</p> <p>It was noted that DVMP had experience of bringing 2 practices together.</p> <p>Kirkby and Broughton practices had become one practice (DVMP) in July 2003 and therefore had much experience of bringing staff and patients together.</p> <p>Mr Shirley, Secretary to Simon Fell, MP was advised about the situation and informed that DVMP had submitted their statement of interest and would try to prevent any delays during any future application processes required.</p> <p>Mr Shirley was keen to include this information in a local Press Release especially since it is a very distressing time for anxious patients during the Covid 19 crisis, irrespective of whether or not patients are concerned about needing to register with another practice for medical services.</p> <p>The LMC were made aware of this imminent Press Release and had no objection.</p> <p>In conclusion DVMP has LMC support for this application.</p>
<p>Local Acute and Community Trusts</p>	<p>Advised 1 May 2020 by CCG that DVMP would need to contact the Chief Operating Officer.</p> <p>Attempts have been made to contact the Chief Operating Officer Foluke Ajayi. Unfortunately, when we did speak to her she confirmed that she is not continuing in this role and the new Chief Operating Officer will be Kate Maynard.</p> <p>The CCG confirmed on 6 May 2020 that they will gain perspective from the new Chief Operating Officer to add to this application.</p> <p>In conclusion, it is therefore anticipated, expected and hoped that there would be no challenge to this application from the new Chief Operating Officer.</p>

Local practices / network / neighbourhood / other networks	<p>Local practices have been aware of DVMP's interest in Askam Practice. There have been discussions about this at meetings of Mid-Furness PCN.</p> <p>The PCN would prefer to have Askam Practice remain within the PCN for its own resilience and stability.</p> <p>Practices outwith the Mid-Furness PCN have shown interest in the Askam Practice which could destabilise the numbers for Mid-Furness PCN.</p> <p>Dispersal of the list could also destabilise the PCN as there is no guarantee if current Askam patients would remain registered in the Mid-Furness PCN.</p> <p>There have been serious concerns about either dispersal of the list as well as closure of the practice and engagement with local practices is noted in the Health Needs Analysis that went to the PCCC on 18 February 2020.</p> <p>Letters of support from the Mid-Furness PCN and the individual practices in Ulverston and Dalton have been requested. Replies are anticipated following their respective practice meetings and next PCN meeting due on 14 May 2020.</p> <p>There have also been concerns re the health and welfare of the staff and patients of the Askam Practice during this very difficult period of time, whilst Dr Jain has been suspended.</p> <p>DVMP have spoken to and continue to speak with staff members at Askam Practice who are concerned re the future of their practice. They are now fully aware of our application and we believe that they fully support this application.</p> <p>In conclusion keeping the Askam Practice within the Mid-Furness PCN is important and we anticipate support from our colleagues.</p>
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<p>Partner organisation's teams e.g. District Nurses, Health Visitors, School Nurses, etc.</p>	<p>Telephone discussions with Diane Quegan, District Nurse, 29 April 2020.</p> <p>Diane Quegan felt that the practice services were essential to the community.</p> <p>Linsey Crocker, Midwife works from Kirkby and Broughton already supporting DVMP patients.</p> <p>She is currently unavailable due to the Covid 19 crisis, working elsewhere and was therefore unable to discuss the issues surrounding the application.</p> <p>She has previously stated that she always enjoys working with DVMP and has approved any changes/alterations that have happened in the past.</p> <p>Previously, only working from Kirkby she approved of the change to work from both Kirkby and Broughton. This allows her to deliver midwifery services closer to home.</p> <p>It is anticipated that she would also be willing to work from Askam Practice if this was available to her.</p> <p>Telephone discussions with Sylvia Garnett, Furness Carers, 1 May 2020.</p> <p>Sylvia confirmed that she would be delighted if DVMP's application was successful since she has such a good relationship with DVMP already.</p> <p>She stated that she has never been allowed access to the Askam Practice from which to offer her services.</p> <p>She thought it would be absolutely brilliant if she could be involved in the future and wished the application good luck.</p> <p>Unfortunately, Sylvia is now working from home so we have only been able to send e mails to her office since 7 May 2020. So far we have not received a response in order to gain written confirmation of her views. Again, it is anticipated that she would provide this supporting information following her very positive discussions with us. However, due to the Covid 19 crisis we have so far failed to obtain her written confirmation.</p> <p>DVMP currently supports the delivery of Multiple Sclerosis Specialist Nurse services when necessary, Heart Failure Specialist Nurse services and First Step Cognitive Behaviour Therapies from the practice. It is therefore envisaged that these services could also be extended into the Askam Practice. DVMP also hosts local Health Visitor Meetings and, until recently has delivered IMSK clinics.</p> <p>In conclusion DVMP believes that all partner organisations would benefit from the approval of our application, together with the patients.</p>
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Transport Links/Services

Please provide details regarding how you intend to support patients who would be reliant upon public transport to access the additional site.

There is currently a rail service between Askam, Kirkby and Broughton.

There is a very limited bus service.

If the application was approved local patients would not have to travel for medical services.

It is planned to use the current surgery building if the application is successful. This is within the current Askam Practice boundary and will ensure that the travel arrangements for medical services will be identical to those used now by patients.

This is obviously very beneficial for patients due to the problems/issues with public transport as described in the Health Needs Analysis available on the CCG website.

DVMP routinely undertakes home visits.

Dispensary services in Askam would be continued and prevent unnecessary travel.

Deliveries of medication can be arranged.

In conclusion, the continuation of local medical services in Askam benefits local people, especially if these services are delivered from the current practice building. This would be particularly beneficial for those patients who do not have transport.

Proposal

Please provide details regarding the primary reasons for the proposed additional premises and how it is expected that the new premises would address these issues.

The current GP in Askam is retiring.

Immediately the local residents have organised a "Save Our Surgery" campaign to retain a GP surgery in their village.

They are used to a neighbourhood surgery and dispensary and overwhelmingly want to retain both of these.

Duddon Valley Medical Practice (DVMP) is willing and able to re-provide the same and improve the services currently provided to the village.

DVMP routinely provides home visits to those for whom it is required. The practice nurse team also carry out home visits when necessary.

We have recently employed a second, salaried doctor to expand our capacity to provide services.

We already have a large practice nurse team and can further increase capacity with the staff already employed.

We are already a dispensing practice and can provide this expertise immediately. We are currently in the process of updating an already trained dispenser who has been working as a receptionist in the practice.

DVMP area already covers Askam.

We already have a number of patients registered with us who live in Askam. These patients are willing to travel to be seen at either Kirkby or Broughton currently but should benefit from a more local surgery.

There is a rail link from Askam to Kirkby and to Broughton.

The resilience to continue providing primary care to the local population of Askam and the Duddon Valley will be enhanced by this development.

The resilience of the local primary care network, Mid-Furness PCN can be upheld.

Staff at DVMP who are also patients at the practice, state that they are 100% behind the application.

The patients who are aware of this development are also in its favour.

DVMP routinely provides services "in house" that prevent our patients having to attend A+E services and Clinical Investigation services at Furness General Hospital. This prevents further, unnecessary travel for patients. These services would also be provided at Askam.

DVMP routinely provides, 24 hour BP Monitoring, Spirometry Testing, ECG's, Doppler Studies and Ear Irrigation services alongside normal, contractual services. All of our services are available at both Kirkby and Broughton sites. We mirror all that is done in the practice at both of our surgery sites and anticipate doing the same for Askam.

DVMP also has a female GP working from the practice. This would provide a new service to Askam patients.

Our team of practice nurses provide all routine services throughout the week which would improve on the current availability of nurse appointments in Askam.

We understand that Askam Practice currently closes on Wednesday afternoons. If our application is successful DVMP would provide access to medical services on every day of the working week.

Information from the Health Needs Analysis shows that 8% of the community are families with low incomes. There is 11% fuel poverty. Cumbria's communities rank as amongst the 10% most deprived in England. There are obviously geographical barriers to services and average travel times to key services are longer than the national average.

DVMP offers full General Medical Services (GMS).

DVMP also provides Enhanced Services (2019/2020 agreement with the CCG). These include vaccination programmes, Learning Disabilities Health Check Scheme, Minor Surgery and Out of Area registration. Furthermore, Dr Wilson has a special interest in Palliative Care and has the Diploma in Palliative Medicine, together with experience of working as a Medical Officer at the local Hospice.

DVMP has signed up to the Quality Dispensing Scheme, 2020/2021. This is to guarantee, maintain and enhance the quality of our dispensing.

There is no pharmacy in Askam. Providing an ongoing dispensary service would be of great benefit to the community.

DVMP is the second closest practice to Askam after Market Street Practice, Dalton. In respect of the previously identified transport difficulties, patients registered at DVMP already, who also live in Askam already, will find it even more convenient for them to have locally delivered medical services and a dispensary than being registered at any other practice further afield.

DVMP also offers extended access with the PCN, that is not currently offered by Askam Practice.

In conclusion, we have been told that our practice delivers more services than is currently available at Askam. If we are successful with our application we would seek to provide the same level of service, as currently delivered in Kirkby and Broughton including extended access appointments which are not available currently in Askam. We feel confident and anticipate that we can achieve this without lowering our current standards and level of provision.

What would be the strategic benefits/service improvements to the Commissioner by them agreeing to the additional site? Provide details of what the improvements will be to:

What is the evidenced, population need for this additional service?

The Health Needs Analysis shows an area of high deprivation.

Life expectancy is lower for both men and women by over 10 years compared to the rest of the country.

There is a recorded higher prevalence of high blood pressure.

There are plans in process for further housing developments in the village.

The new population would require local medical services.

In conclusion, continuation of local services would provide the support the community requires.

<p>Opening hours.</p>	<p>DVMP’s opening hours, across the 2 current sites would be extended to Askam. In our Expression of Interest Statement (EOS) we outlined that Askam would be open 4 days a week. We can confirm that this would be the minimum provided as is already the case at Broughton and Kirkby DVMP sites.</p> <p>Patients registered at DVMP from Askam would be free to attend to be seen at either of the other 2 sites if their local practice building was closed. Nevertheless, if our application is approved we believe that the Askam practice building could remain open except for one afternoon only, as is currently the case with the Kirkby and Broughton practice buildings. Our patients are very used to being seen at either site. We can, therefore guarantee that medical services would be available 5 days per week, across 3 sites.</p> <p>Currently, we close our Broughton practice building one afternoon per week (Wednesdays) and Kirkby practice building remains open to provide all medical services. Our Kirkby practice building also closes one afternoon per week (Thursdays) whilst the Broughton practice building remains open to provide all medical services. Therefore, DVMP would genuinely be able to provide the opening hours to Askam patients as below if the Askam practice building was closed one afternoon per week.</p> <p>Monday – 08.00-18.00 access to practice services and “in house” emergency telephone cover between 18.00-18.30 Tuesday – 08.00-18.00 access to practice services and “in house” emergency telephone cover between 18.00-18.30 Wednesday – 08.00-18.00 access to practice services and “in house” emergency telephone cover between 18.00-18.30 Thursday – 08.00-18.00 access to practice services and “in house” emergency telephone cover between 18.00-18.30 Thursday - Extended Access – 18.30 – 20.30 Friday – 08.00 – 18.00 access to practice services and “in house” emergency telephone cover between 18.00-18.30 Saturday and Sunday - closed (We would envisage rotating the Extended Access clinics on a weekly basis in future if our application is approved to ensure equity of access across the 3 sites. There could also be extra Extended Access clinics in relation to PCN commitments if Askam remains in the Mid-Furness PCN. (Please refer to the section in this application for “Availability of Appointments” re specific clinic times offered currently during our practice opening hours).</p> <p>In conclusion we will continue to provide what is provided now and may increase our opening hours if our application is approved.</p>
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Please confirm that the full range of services currently provided at the main surgery site will be available to patients who choose to attend the proposed additional site.

It is anticipated that the full range of services currently provided at both of our practice buildings (Broughton and Kirkby) will be available to patients who choose to attend the proposed, additional site at Askam.

The minimum, practice staffing model (currently in place to deliver the full range of medical services) is one GP, one Practice Nurse, one Dispenser and one Receptionist, with administrative support.

We currently employ more staff than necessary at DVMP to provide the best support for our teams and patients. For example, employing more staff than necessary increases resilience for the practice as we can provide “in house”, extra cover when staff go on holiday or have time off due to sickness.

Employing more staff ensures a better and healthier working environment due to the stresses that are obviously found in the NHS. For example, we have continued to continue delivering our medical services during the Covid 19 crisis, despite having to reduce staff hours (due to social distancing) and continue to pay our staff needing to be away from work whilst “in isolation”. We are also currently working together very well to keep our practice buildings clean (due to the absence of our cleaner during the Covid 19 crisis).

DVMP believes that good, integrated team working is imperative with 4 teams of staff currently employed.

DVMP believe that health and safety, together with the strictest, clinical infection control standards are imperative at all times, not just during the Covid 19 crisis.

Our Administration Team also work from each site.

In conclusion all the above gives DVMP the agility and flexibility to staff new premises immediately. Nevertheless DVMP would continue to constantly review the staffing needs of the practice, as is currently the case. Consideration of employing current Askam staff members would be an option to be seriously considered. Nevertheless, we will do nothing to jeopardise these staff members receiving their redundancy due from Dr Jain and have reassured the current staff as such. The current staff members truly deserve a break due to continued working since Dr Jain’s suspension last summer.

Availability of appointments.	<p>Appointments will be available daily in a combination of face to face, telephone and video.</p> <p>The booking system for appointments will be the same as we currently offer (outlined below).</p> <p>GP clinic sessions: Morning sessions – 08.00 – 10.30/11.00 – (10 minute appointments) Afternoon sessions - 14.30/15.00 – 17.00/17.30 (10 minute appointments)</p> <p>Practice Nurse clinic sessions: Morning sessions – 08.00 – 12.30/13.00 – (15, 30, 45 and 60 minute appointments available) Afternoon sessions – 13.00/13.30 – 18.00 – (15, 30, 45 and 60 minute appointments available)</p> <p>Extended Access (GP and Practice Nurse appointments): 18.30 – 20.30 (15 minute appointments)</p> <p>The previous system of open access clinics at Askam will be replaced by DVMP's appointment system. We understand that recently the Askam patients have experienced a new appointment system run by the locum GP's. Therefore, the change to DVMP's appointment system should not have such a big impact on Askam patients.</p> <p>Routinely, DVMP also provides the following throughout their opening hours:</p> <p>GP telephone appointments Practice Nurse telephone appointments Urgent access appointments following triage by GP/Practice Nurse GP and Practice Nurse telephone call support system (if no appointments available)</p> <p>We aim to support our patients "at all times" regardless of whether a patient can get a "face to face" appointment.</p> <p>In conclusion we believe that we will offer a safer and fuller range of appointments for Askam patients, together with our more rounded, individualised and responsive system.</p>
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<p>Premises– will the proposed additional site be owned or leased by the practice? Please provide details of any proposed lease terms.</p>	<p>The proposed premises will be leased to DVMP.</p> <p>The proposed premises is The Surgery, 2 Parklands Drive, Askam-in-Furness, Cumbria, LA16 7JP.</p> <p>An initial 10 year lease is proposed following discussions with the purchaser of Askam surgery building, Mr Harry Barker.</p> <p>We are obviously waiting for our application to be approved before we can confirm any proposed start date of a lease. We assume that the start date could be the 1 July 2020.</p> <p>We believe that the builder is acting in good faith as he has been liaising very closely with the “Save Our Surgery” group members, including Local Councillor, Mike Cumming. However, any plans between the current owner of the building, Dr Jain and the builder, re the purchase of the building remain confidential. We presume, nevertheless that the process will go smoothly, but this is obviously out of our control.</p> <p>Currently, we do not have a time frame to know when a decision about our application will be made in order to continue/progress any plans.</p> <p>DVMP has tried to deliver any information in a timely fashion at every step of the process so far. Therefore we anticipate 1 July 2020 would be the earliest start date.</p> <p>In conclusion it remains that “time is of the essence”. If DVMP is to provide a smooth transition for Askam patients in supporting them with medical services, this relies upon all parties involved working together well. DVMP commits to doing the very best it can in the current Covid 19 crisis circumstances.</p>
<p>I.T. costs (including telephony for costs for patient line, dedicated prescription lines, etc) for the commissioner.</p>	<p>Improvements to telephone connections between 3 locations = £3690.00 Ex-VAT and monthly rental costs = £50.00 (Estimate from Online Systems, our current provider 30 April 2020)</p>

<p>Please provide details of the expected total cost of the service.</p>	<p>There will obviously be expenses involved in updating the current practice building in Askam.</p> <p>We are anticipating the following:</p> <p>Purchase of an ECG machine.</p> <p>Purchase of a Spirometry machine.</p> <p>Purchase of a Defibrillator.</p> <p>Purchase of Doppler machine.</p> <p>Purchase of Ear Irrigation machine.</p> <p>Purchase of uniforms.</p> <p>Purchase of additional furniture.</p> <p>Purchase of further equipment for treatment room.</p> <p>Updating working environment to similar standards at Broughton and Kirkby eg changing flooring in clinical areas for cleanliness.</p> <p>Approximately £25,000.00/£30,000.00</p>
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Workforce capability for additional site.

We believe that our current staffing levels would be immediately capable of running the extra surgery premises due to our current staff availability, agility and flexibility.

We would anticipate covering the extra hours through the current resilience that we already have (as discussed in the section “confirm that the full range of services currently provided... will be available to patients who choose to attend the proposed additional site”).

We envisage eventually employing one, further, full time receptionist and one, further, part time receptionist. We will obviously review the impact of the extra practice site on staffing needs to prioritise/ensure the smooth running of DVMP.

Our current administration team would be sufficient to cover the needs of 3 practice sites.

We have a dispenser already who is currently employed as a receptionist at DVMP. She is happily updating her knowledge now and would provide extra support in a dispensary in future. Currently, DVMP has 5 dispensers working closely across our 2 sites. So our capacity to support Askam dispensary is already adequate.

There is already extra GP and Practice Nurse capacity. This had been developed already in anticipation of Askam Practice list dispersal. Again, we envisage eventually increasing the GP and Practice Nurse capacity further in the future from within our existing teams nevertheless we would review this capacity regularly and seek to employ more staff as necessary

In conclusion DVMP believes it will be capable of providing the workforce for the additional site with no dilution of current services that may impact on our current patients.

<p>Primary Care Networks (PCN(s) – please provide confirmation that the proposal has been fully discussed with your PCN detailing the benefits that have been identified for that PCN. If the proposed site is in a different PCN area, please provide the same confirmation/benefits from that PCN.</p>	<p>Our Mid-Furness PCN needs to maintain its patient numbers by retention of the Askam Practice in its network.</p> <p>Following discussions with members of the local “Save Our Surgery” group DVMP has been told that our practice has a very good reputation. This is also reflected in the letter from Mr Stephen Fell, MP. If the application is successful members of the “Save Our Surgery” group anticipate that DVMP may attract more patients back to Askam. Any patients that return who had already left the practice and are currently registered with a practice in a different PCN would therefore increase the numbers of patients in Mid-Furness PCN.</p> <p>DVMP already willingly shares its premises at both Broughton and Kirkby with other health professionals (as previously described). We anticipate continuing to do this at Askam. Should any member of our PCN wish to work from any of our practice sites we would welcome this. This would also increase resilience further for the PCN in respect of sharing/integration/cooperation etc.</p> <p>In conclusion the retention of the proposed medical services in Askam, together with any returning patients registering with DVMP would increase the resilience of Mid Furness PCN. There have never been any comments to the contrary during previous PCN meetings.</p>
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Patients

<p>Please provide details of any restrictions that would impact on the following groups protected by the Equality Act 2010 being able to access services at the proposed location?</p>	
<p>Age</p>	<p>None</p>
<p>Disability</p>	<p>A full equality impact assessment has been completed for Askam and is available on the CCG website.</p> <p>The current building is a single storey building with level access to all necessary areas.</p>
<p>Gender reassignment</p>	<p>None</p>
<p>Race</p>	<p>None</p>

Religion or belief	None
Sex	None
Sexual orientation	None
Marriage and civil partnership	None
Pregnancy and maternity	None

Premises

Will the proposed premises be fit for purpose in accordance with minimum standards set out in 2013 GMS Premises Costs Directions, or do you have an approved Business Plan to achieve this within no more than 12 months?

The assumption is that the proposed premises, the current surgery, must be up to standard otherwise it would not already be approved.

A site meeting has been postponed due to the Covid 19 crisis re social distancing issues.

A meeting had been arranged for 2pm on 6 May 2020 with Dr Jain by Mr Ben Shirley, Secretary to Simon Fell, MP. Mr Shirley, together with Local Councillor, Mr Mike Cumming, the proposed purchaser, local builder, Mr Harry Barker, Dr LA Wilson and Mrs K Wilson from DVMP were to have attended.

Re-arrangements are in hand through Mr Shirley.

Details of the proposed premises

Please detail the different room types specifying the number and m ² for each		
	number	m ²
Consulting rooms	Currently there is only one GP consulting room. There is another room that could be used as a second consulting room.	
Nurses rooms	There is one Practice Nurse treatment room. There is another room that could be used as a second treatment room.	
Waiting areas	There is a waiting area with adequate seating for patients and is a similar size to that in the Broughton and Kirkby practice buildings.	
Reception	There is an adequate reception area.	
Medical records store	Medical records are currently stored in 5 filing cabinets.	
Practice manager's office	There is an office that currently appears to be a store room but that could be used as a Practice Manager's room.	
Staff room	There is a large staff room with a sink.	
Library	None.	
Other, specify.....	Dispensary area/room adjacent to the reception area.	
Car parking spaces (number)	12 car parking spaces available.	
Disabled car parking spaces (number)	All spaces are suitable for disabled car parking, therefore 12 available.	
Rent (notional or cost) costs £s	LMC confirms approximately £21,000.00.	

Service charge costs £s	Unable to confirm service charge costs £'s. We are currently unable to access the 6 facet survey to discover these costs but are hoping for support from the LMC/CCG to do this. E mails have been sent 8 May 2020 requesting their support.	
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Please provide details of references made in the GP Survey to the existing premises.

Currently, we are unable to provide details of references made in the GP Survey to the existing premises.

Dr Wilson from DVMP has worked many times from the current practice building as a locum however and is confident in the information provided in this application form.

Mrs K Wilson, DVMP visited the premises earlier in January 2020 and has also spoken to staff to confirm information required pending sight of the 6 facet survey.

Whilst the existing approved practice area should be retained, does the practice intend to apply to amend the practice area to also include the proposed additional site? If so, please provide a colour map identifying the proposed addition to the practice area.

DVMP does not intend to apply to amend the practice area since Askam is already within the practice area.

What are the risks associated with this proposal both if it is approved or not approved?

If the application is not approved it will mean the loss of a valued local service to the community.

If the application is not approved it will mean that the list is dispersed which would significantly disadvantage an already disadvantaged local community.

If the application is not approved it will mean the destabilising of the Mid-Furness PCN.

If the application is not approved it would mean local residents would lose the dispensary services in Askam together with access on foot to medical services. This could potentially further compound the inequalities of health in their community.

Conversely, if the application is approved it will mean continued, easy access to Primary Care, available where the patients live.

If the application is approved the patients would benefit from improved services.

DVMP already has patients living in Askam who travel to Kirkby and Broughton routinely to collect medication and for appointments. If the application is approved this would result in reduction of journeys, improve our carbon footprint and improve their access to services.

In conclusion if the application is approved the patients would benefit not only from the retention of local medical services but an increase in services delivered and an improvement in services as outlined throughout this application.

Is the proposed additional site supported by the CCG Estates Strategy and Commissioning Strategy? (CCG confirmation to be included in additional information appendices)

Assumption that it is currently approved.

Following initial informal discussions with the CCG and patient consultation exercise, please submit your fully completed Business Case to:

Primary Care Team, NHS England (Lancashire and South Cumbria), Room 250, 2nd Floor,
Preston Business Centre, Watling Street Road, Fulwood, Preston, PR2 8DY

APPENDIX 2: EXPRESSION OF INTEREST RECEIVED FROM DUDDON VALLEY MEDICAL PRACTICE

EXPRESSION OF INTEREST IN ASKAM SURGERY FROM DR LA WILSON, DUDDON VALLEY MEDICAL PRACTICE (DVMP)

Brief outline of proposed service to operate at Askam

DVMP would deliver the same services that it currently provides from both surgery buildings in Broughton and Kirkby ie a dispensary service, General Practitioner and Practice Nurse appointments.

These services would be offered over a period of four days.

The minimum team required to provide these services would routinely include a General Practitioner, Practice Nurse, Dispenser and Receptionist.

We are pursuing this to support our local community in Askam by providing medical services where the majority of the patients already live and to prevent the current patient list being dispersed which we believe would not be in the patients' best interest.

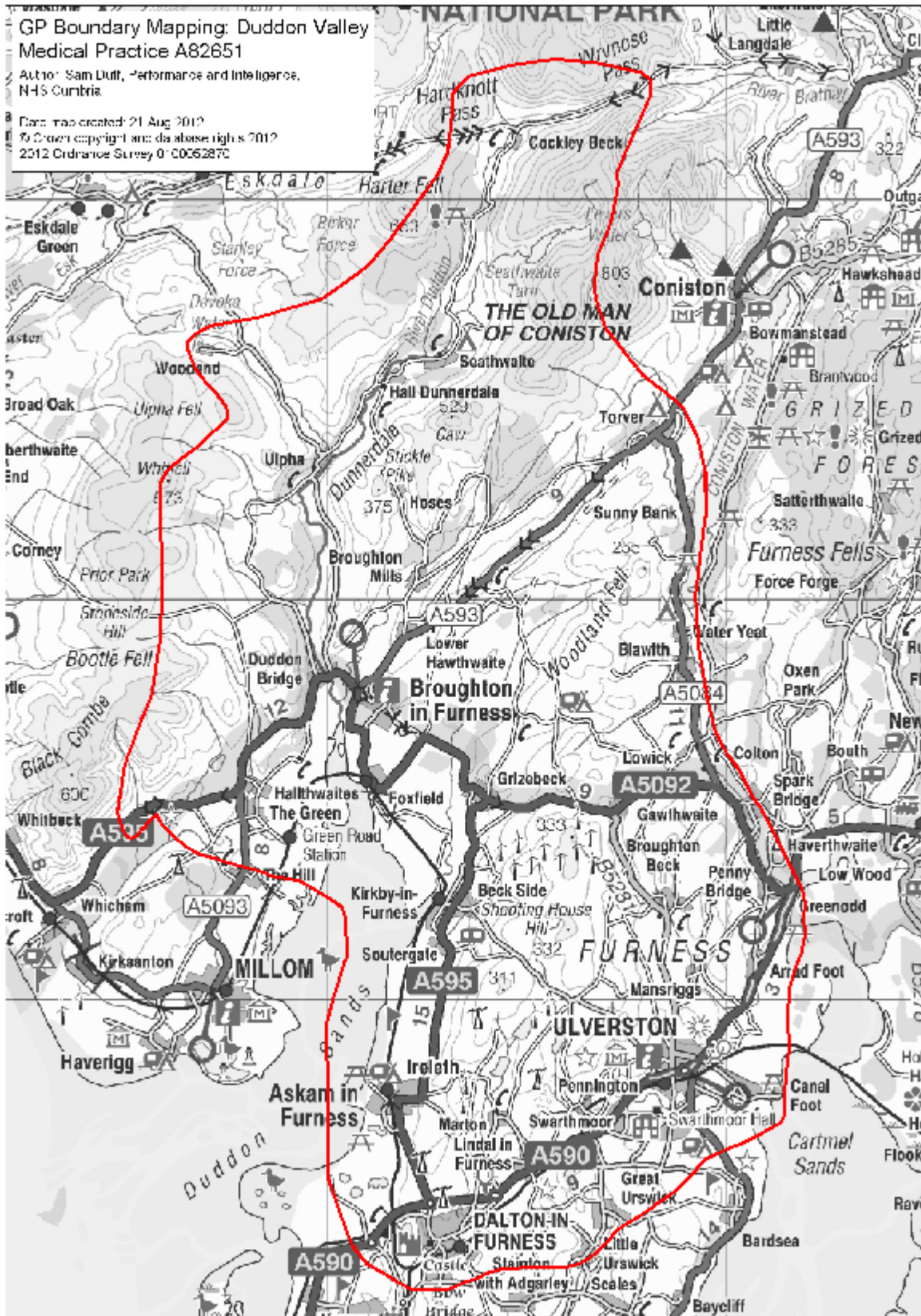
The benefit that this would bring to our practice as a whole would include increased stability and resilience for DVMP as well as our Primary Care Network (PCN), as a loss of patient numbers would probably mean that the Mid-Furness PCN would no longer be viable.

Mrs K Wilson
Assistant Practice Manager/Practice Nurse

Dr LA Wilson
Practice Manager/General Practitioner

Duddon Valley Medical Practice (DVMP)
Kirkby Surgery
Askew Gate
KIRKBY-IN-FURNESS
Cumbria LA17 7TE

APPENDIX 3: PRACTICE AREA DUDDON VALLEY MEDICAL PRACTICE



APPENDIX 5 – LETTER OF SUPPORT FROM MR SIMON FELL MP



Simon Fell

Member of Parliament for Barrow & Furness
House of Commons, London SW1A 0AA
Tel: 020 7219 3000

Ms K Hudson
Morecambe Bay Clinical Commissioning Group
Jubilee House
Lancashire Business Park
Leyland
PR26 6TR

4th May 2020

Dear Ms Hudson

RE: The Surgery, Parklands Drive, Askam in Furness

I hope that this letter finds you well.

I write to lend my full support to the application which has been submitted by Duddon Valley Medical Practice (DVMP) to run a branch surgery at The Surgery, Parklands, Askam in Furness.

Local people in the local community of Askam and Ireth tell me that their desire is overwhelmingly in favour of accessing GP and dispensing services in Askam. With an ageing population and poor public transport, retaining a service within Askam is vital to the health of this community.

As a measure of the support for this service, more than five hundred people signed a petition which I formally lodged with Parliament on the week beginning 20th April.

DVMP have a very good reputation of providing high quality patient services and for creating a great place to work for their staff in Kirkby in Furness and Broughton in Furness.

By adding a third practice by way of a branch in Askam, DVMP will not only be safeguarding the health and wellbeing of people in Askam and Ireth but also firming up their own resilience as a group of practices. I understand that this is a key message of support endorsed by the Patient Participant Group, too.

I hope that this letter, and the widespread support of the community which I represent, will be considered when the PCCC meet to rule on this application.

Yours sincerely

Simon Fell
Member of Parliament for Barrow & Furness

Constituency Office:

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