

Our Ref: 67094

28 August 2020

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NHS Southport & Formby CCG

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Re: Freedom of Information Request

Please find below the response to your recent Freedom of Information request regarding Covid-19 costs within NHS Southport and Formby CCG.

Request/Response:

1. How much money overall has the CCG set aside for reimbursing GPs for costs incurred due to Covid-19?

NHS Southport and Formby CCG provide a monthly return to NHS England/Improvement on costs incurred.

This results in an allocation being provided to the CCG by NHS England/Improvement.

2. How much of that money in question 1 has so far been spent on reimbursing GPs for costs incurred due to Covid-19?

NHS Southport and Formby CCG do not have a planned budget for COVID costs.

The CCG is following guidance from NHS England/Improvement, to which a return is provided on a monthly basis.

- a. If possible within the cost for an FOI, please provide the breakdown for the money so far spent on the following items. (If this is not possible within the costs, then please answer all the other questions from 3 onwards anyhow.)
 - i) PPE
 - ii) IT equipment
 - iii) Practice premises protections – eg screens, marker tape, hand sanitizer
 - iv) Items for providing outdoor clinics – eg gazebos
 - v) Practice staffing costs where cover is required due to absence – eg if staff member is shielding/self isolating and a locum staff member is needed to cover
 - vi) Practice staffing costs where extra staff are needed to ensure GPs can provide

From the data collected from practices, the following table is the next best match to the questions asked in 2a.

Other	£3687.43
PPE	£2984.05
PPP	£3106.43
Staffing	£9595.38
IT	£3682.81
Total	£23,056.1

3. How much of that money in question 1 has ended up being spent on other costs, not related to GPs?

The CCG make monthly returns for COVID costs.

4. How much of that money in question 1 does the CCG now have left?

The CCG makes monthly returns for COVID costs, which are only known once costs are collated at the end of each period.

5. Please could you provide the plans/policy documents outlining how the CCG is reimbursing / will reimburse GPs for costs incurred due to Covid-19?

Please see appendix 1, 2 and the below link to NHS England and NHS Improvement website where you can find funding letters issued to date.

<https://www.england.nhs.uk/coronavirus/publication/preparedness-letters-for-general-practice/>

Appendix 1

**** This claim form is to be used in conjunction with the Exceptional COVID Costs - Primary Care Reimbursable Guidance ****

**** This form is for practice claims for additional expenses incurred during March / April / May of the COVID 19 Pandemic ****

**** All claims are subject to approval by the CCG and invoices / receipts should be provided if requested for audit purposes ****

Practice Name:			
Practice N Code:		****Please Return to: CCG.SEFTON@NHS.NET****	
CCG:			
Practice Email:			

Cost Category <small>(Column 1 in Claims Guide)</small>	Expenditure Item <small>(Equipment / Time / Sessions/ Staff Costs)</small>	Date Expeniture Occurred	Item Amount <small>(Units)</small>	Reimbursement Total to be Claimed <small>(£)</small>	The reasons why the costs are additional to business- as-usual expenditure and are appropriate
**** Example**** Equipment	****Example**** Hand Gel	****Example**** 02/04/2020	****Example**** 35	****Example**** £50	****Example**** Additional hand gel needed to prevent potential spread of COVID19 in the practice and communtiy

Appendix 2

Cost Category	Expenditure Item	Reimbursement	Non-Reimbursable
Equipment	PPE	<p>Yes - if the specification of the PPE is in line with national guidance from PHE.</p> <p>Practices can claim the costs of PPE purchased within the Covid Pandemic period from [03.03.2020] to [30.06.2020].</p>	<p><i>Any PPE of higher specification would need an explanation for its use and may not be reimbursed.</i></p>
	Infection Control items – disinfectant, hand gel, wipes.	<p>Yes – invoices will be required and demonstrable evidence of exceptionality of costs compared to pre-Covid invoices.</p>	
	Costs of banners, posters for public with Covid information within practices.	<p>Yes – invoices will be required and demonstrable evidence that items are Covid related.</p>	
	IT equipment or any other equipment.	<p>Will be reviewed and approved on a case by case basis, and limits may need to be applied depending upon the claim. Some claims may be funded via Informatics Merseyside.</p>	
Additional expenses	Printing of letters and postage	<p>Yes if this in excess of normal postage / printing in practice to patients (recognising that much routine work has been reduced)</p>	
	Exceptional operating costs due to Covid (for example telephony bills)	<p>Yes – invoices will be required and demonstrable evidence of exceptionality of costs compared to pre-Covid.</p>	
	Deep cleans	<p>Yes if deep clean was in line with Primary Care SoP. Any claims should be supported by the relevant invoice.</p>	

GP Partner Costs	Additional sessions to meet demand	<p>Additional sessions provided by GP partners above their normal sessional commitment as per their partnership agreement, where required to meet additional workload pressures on the practice generally. The applied pay per partner, should be £325 per session (this includes on-costs).</p> <p>Any non-GP partners can claim in line with their usual sessional rate (capped at £325 per session).</p>	<p>This does not cover sessions provided to the Hot/Amber sites (unless Locum is arranged [this would require invoices capped at £325 per 4hr session] or another partner has to cover session).</p> <p>This does not cover additional sessions for bank holidays which should be claimed separately.</p>
Staff Costs – Clinical	<p>GP Locum costs incurred to cover Covid related sickness for GP partners, salaried GPs</p> <p>GP Locum costs/ temporary employment costs , of an additional GP where this has been necessary to meet demands of the Covid 19 outbreak</p>	<p>Yes - first two weeks only, after this time claims will be reimbursed by NHSE via the usual claims process, but it should be noted on the claim that it is Covid related sickness.</p>	
Staff Costs – Clinical	Additional hours/sessions to meet demand	<p>Additional sessions provided by salaried medical/clinical staff above their normal sessional / or hourly commitment where required to meet additional pressures on the practice generally.</p>	<p>This does not include additional sessions for bank holidays which should be claimed separately.</p>
Staff Costs – Clinical	Backfill costs for clinical (non-GP) staff who are off sick due to Covid	<p>Yes – for backfill costs only, not the cost of the member of staff who is off sick.</p>	

Staff Costs – administrative	Additional hours/sessions to meet demand	Additional sessions provided by salaried reception/administrative staff above their normal sessional / or hourly commitment where required to meet additional pressures on the practice generally. (This could also be identified through backfill costs noted below).	
Staff Costs – administrative	Backfill costs for administrative practice staff who are off sick due to Covid	Yes in respect of any back fill cost during the period if there is a need to take on an additional member of staff to cover their work. We would expect that an assessment had been made of the workload and balanced against how practice systems have been re-prioritised and adapted.	No in respect of salary costs; <i>the practice will continue to receive its regular income and should pay the sick member of staff as normal.</i>
All staff	A member of staff re-deployed to support elsewhere in the health system	Excess travel costs would be reimbursed	Subsistence costs would not be reimbursed
All staff	A member of staff is self-isolating at home but not able to work from home and is <u>not</u> shielding.		No - not an additional cost. <i>Individual practice decision to explore risk and consider other options such as unpaid leave/ accrued annual leave.</i>
All staff	A member of staff is required to shield for 12 weeks	Yes in respect of any back fill cost during the period if there is a need to take on an additional member of staff to cover their work. We would expect that an assessment had been made of the workload and balanced against what they can reasonably undertake at home and how practice systems have been re-prioritised and adapted.	No in respect of salary costs; <i>the practice will continue to receive its regular income and should pay the shielding member of staff as normal.</i>
All staff	A staff member who is >28 weeks pregnant and cannot work at home.	Yes in respect of any back fill costs if there is a need to take on an additional member of staff to cover their work. We would expect that an assessment had been made of the workload and balanced against what	<i>The Royal College of Obstetricians and Gynaecologists will provide and regularly review and revise the latest guidance and information. Specific information is provided in the guidance for healthcare workers who are pregnant. We</i>

		they can reasonably undertake at home and how practice systems have been re-prioritised and adapted.	<i>therefore advise all staff who are pregnant to discuss their individual circumstances with their local occupational health department, so that the appropriate support/actions can be taken dependent on which trimester they are in, underlying health conditions and the nature of the roles they are undertaking.</i>
All staff	Practice staff who have child care / caring commitments meaning they cannot come to work and nor is it feasible to work from home.	Access to childcare (schools and nurseries) continues to be available for key workers children.	There has been no adjustment to time off to care for dependents rules during Covid lockdown. Individual practice decision to consider reduced hours, use of leave etc to manage the situation.
All staff	Sick Pay entitlement – new staff	New members of staff may not be entitled to the same level of sick pay as other practice employees depending on their contracts. In the event that any new members of staff require to take sick leave or isolation leave during the period of the pandemic, they should be allowed to the same level of sick pay as other practice employees. Any additional costs as a result of this can be claimed for this group of staff only.	
-	Exceptional accommodation costs incurred by GP/ Nurse /PM because family member/partner is required to shield, and the accommodation enables the claimant to remain in the active workforce. A maximum limit of	There is a central process for booking accommodation therefore we wouldn't expect claims to be submitted locally.	



Southport and Formby
Clinical Commissioning Group

	£100 per night will be applied.		
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