

# SHEFFIELD LOCAL MEDICAL COMMITTEE

# NEWSLETTER

# AUGUST 2009

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### ***FREEDOM FROM INFECTION CERTIFICATION: GUIDANCE FOR SHEFFIELD GPs***

The LMC's previously withdrawn guidance *Freedom from Infection Certification* has recently been revised and reissued.

A copy of the guidance can be downloaded from the LMC website at:

<http://www.sheffield-lmc.org.uk/Freedom%20from%20Infection%20Jul09.pdf>

### ***IMPROVING ACCESS TO PSYCHOLOGICAL THERAPIES (IAPT)***

LMC's have recently received a supply of CD-ROMS on Practice Based Commissioning (PBC) and the

Improving Access to Psychological Therapies programme.

The Department of Health (DH) has provided the CD-ROMS, which contain information on:

- how the IAPT programme works.
- a business case for those interested in commissioning the service.
- how to use practice based commissioning to maximise the potential benefit of the IAPT programme.
- strong evidence of the effectiveness of the service in treating people with long term conditions and medically unexplained symptoms, as well as in treating the common mental health conditions of depression and anxiety disorders.

The LMC office has 25 copies of the CD available to practices on a first

come first served basis. Any practice who wishes to be sent a copy, should request this from Tina Smith, LMC Admin Assistant via:

[adminassistant@sheffieldlmc.org.uk](mailto:adminassistant@sheffieldlmc.org.uk)  
or tel: (0114) 2588755 (Tuesday to Thursday).

### ***SOMEBODY ELSE'S CHILD – EVERYBODY'S RESPONSIBILITY***

The British Association for Adoption & Fostering (BAAF) has launched a new campaign which is aimed at health care professionals. The campaign is called *Somebody Else's Child* and is concerned with private fostering. This is an arrangement for 28 day or more, which is when children are cared for by someone other than a close relative.

By law, parents and carers must notify their local authority before

entering into these arrangements, but many do not.

There are an estimated 10,000 children living in private fostering arrangements in England and Wales, but last year only just over 1,500 notifications made with local authorities. While most of these children will be safe, others may be at risk of abuse and neglect at the hands of their private foster carers.

Although the legal responsibility lies with the parent and the carer, the campaign is urging anyone who works with children to play their part.

Anyone who becomes aware of a child living with someone who isn't a direct relative, for 28 days or more, is being urged to speak to the child's carer, if appropriate, or inform the local social services.

More information can be found on the campaign website at:

<http://www.privatefostering.org.uk/>

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### **SEALING ELECTRONIC PATIENT RECORDS**

Some GP clinical systems include functionality that allows a GP to restrict access to elements of patients' electronic health records to different levels of user within the practice.

This functionality is not consistent across systems and any data that is hidden is likely to be revealed when the patient record is transferred to another GP clinical system.

This can happen when a patient's record is transferred to another practice via traditional paper record transfer, or GP2GP, or following a data migration to another GP clinical system in the practice.

GPs are therefore advised to inform patients, who want elements of their electronic health record to be kept confidential, that the information is not likely to remain hidden when the record is transferred to another system, either electronically or via paper transfer.

### **FOCUS ON IMPROVING GP SERVICES**

The management of GP contracts in England is set to change following the publication in January 2009 of the DH document *Primary and Community Services: Improving GP Services*. This document follows on from the NHS Next Stage Review, and is part of the World Class Commissioning (WCC) initiative.

Where many GPs previously considered WCC to involve the commissioning of services in secondary and community care, this document seeks to manage the quality of primary care services commissioned by PCTs from all GP practices and provides advice on how PCTs can do this. This represents a significant shift in the relationship between practices and PCTs.

The GPC has recently issued *Focus on Improving GP Services* guidance, which intends to explore:

- how PCTs will assess practice performance.
- how GPs can influence this process.
- how PCTs have been advised to manage all primary care contracts.
- the opportunities that this DH guidance presents for GPs.

A copy of the guidance can be downloaded from:

- The GPC website at: [http://www.bma.org.uk/employmentandcontracts/independentcontractors/managing\\_your\\_practice/focusimproveGPservices.jsp](http://www.bma.org.uk/employmentandcontracts/independentcontractors/managing_your_practice/focusimproveGPservices.jsp)
- The LMC website under *Improving GP Services*: <http://www.sheffield-lmc.org.uk/OG09/Focus%20on%20Improving%20GP%20Services.pdf>

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### **CHILD DEATH REVIEW PROCESS**

The Department for Children Schools and Families document *Working*

*Together to Safeguard Children 2006* sets out guidance intended to protect and promote the welfare of children. The document outlines the responsibilities of Local Safeguarding Children Boards (LSCBs) to ensure effective co-ordination between individuals and organisations throughout local authority areas and sets out the review process following a child's death.

As part of the Children Act 2004, LSCBs became mandatory in April 2008 and as a result, the procedures set out regarding the Child Death Review Process became statutory.

GPC guidance on the process can be downloaded from:

- The GPC website at: [http://www.bma.org.uk/images/childdeathreview\\_tcm41-189396.pdf](http://www.bma.org.uk/images/childdeathreview_tcm41-189396.pdf)
- The LMC website at: <http://www.sheffield-lmc.org.uk/OG09/The%20Child%20Death%20Review%20Processes.pdf>

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### **NHS COMPLAINTS PROCEDURE GUIDANCE AND FAQs**

The GPC has produced guidance and FAQs to provide practices with information on the requirements of the NHS complaints system. Subjects covered include:

- Dealing with complaints that come into the practice.
- Addressing concerns that GPs and practices have about the way the complaints system operates.
- Offering advice on ensuring that the system works for GPs, practices and patients.

Copies of the guidance and FAQs can be downloaded from:

- The GPC website: [http://www.bma.org.uk/images/NHScomplaintsproc\\_tcm41-189647.pdf](http://www.bma.org.uk/images/NHScomplaintsproc_tcm41-189647.pdf)

[http://www.bma.org.uk/images/complaintfaqs\\_tcm41-185404.pdf](http://www.bma.org.uk/images/complaintfaqs_tcm41-185404.pdf)

- The LMC website:

<http://www.sheffield-lmc.org.uk/NHS%20Complaints%20Procedure.pdf>

<http://www.sheffield-lmc.org.uk/New%20Complaints%20Process%20FAQs.pdf>

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### **LOCUM GPs: DEATH IN SERVICE PAYMENTS**

This guidance has recently been produced by the GPC and supersedes the BMA's previous interim advice to locum GPs on death benefits during the flu pandemic.

The BMA has been working with NHS Employers officials to ensure that the dependants of locum GPs would be fully protected should the locum GP die while working for the NHS. The DH has issued a letter to PCTs setting out how it considers the matter should be dealt with, and this guidance relates to that.

A copy of the guidance can be downloaded via:

The GPC website at:  
[http://www.bma.org.uk/health\\_promotion\\_ethics/influenza/panflugp/fludeathinservice.jsp](http://www.bma.org.uk/health_promotion_ethics/influenza/panflugp/fludeathinservice.jsp)

The LMC website at:  
<http://www.sheffield-lmc.org.uk/Locum%20GPs%20Death%20in%20Service.pdf>

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### **PANDEMIC INFLUENZA: GUIDANCE ON MEETING THE NEEDS OF THOSE WHO ARE OR MAY BECOME VULNERABLE DURING THE PANDEMIC**

The DH has recently published this guidance, which is an update of draft guidance published in August 2008.

The guidance is to support organisations in their planning for those people who will be, or may become, vulnerable during a pandemic and covers the following:

- Planning assumptions.
- Business continuity arrangements for vulnerable people.
- Partnership working.
- Access to antivirals.
- Communications.

A copy of the guidance can be downloaded from the DH website at:

[http://www.dh.gov.uk/en/Publicationandstatistics/Publications/PublicationsPolicyAndGuidance/DH\\_103679](http://www.dh.gov.uk/en/Publicationandstatistics/Publications/PublicationsPolicyAndGuidance/DH_103679)

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### **REFERENCE GUIDE TO CONSENT FOR EXAMINATION OR TREATMENT (2<sup>ND</sup> EDITION)**

The DH has recently published this document, which updates that issued in 2001. The document provides a guide to the legal framework that all health professionals need to take account of in obtaining valid consent for any examination, treatment or care that they propose to undertake. Main subjects covered include:

- Seeking consent.
- Adults without capacity.
- Children and young people.
- Withdrawing and withholding life-sustaining treatment.
- Other exceptions to the principles.

A copy of the guidance can be downloaded from the DH website at:

[http://www.dh.gov.uk/en/Publicationandstatistics/Publications/PublicationsPolicyAndGuidance/DH\\_103643](http://www.dh.gov.uk/en/Publicationandstatistics/Publications/PublicationsPolicyAndGuidance/DH_103643)

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### **WHISTLEBLOWING HELPLINE AND GUIDANCE FOR GPs**

The DH has contracted Public Concern at Work (PCaW) to provide a free, independent and confidential helpline to all NHS staff who are unsure whether or how to raise a whistleblowing concern that has arisen at work.

PCaW has developed a GP policy pack and guidance, in consultation with NHS Employers, designed to help practices ensure they have robust whistleblowing arrangements in place.

PCaW can be contacted via [www.pcaw.co.uk](http://www.pcaw.co.uk) or tel: 020 7404 6609.

A copy of the guidance can be downloaded from the NHS Employers website at:

[www.nhsemployers.org/Aboutus/Publications/Documents/whistleblowing\\_guidance\\_gp.pdf](http://www.nhsemployers.org/Aboutus/Publications/Documents/whistleblowing_guidance_gp.pdf)

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### **A JUNIOR DOCTOR'S GUIDE TO THE NHS**

This guidance was launched on 1 June 2009 and was written by two junior doctors on secondment in Bruce Keogh's Medical Directorate in the DH.

The aim is to help junior doctors understand the way the NHS works. Initial feedback has been positive, and the guide has already been incorporated into some junior doctor training programmes.

A copy of the guidance can be downloaded from:

- The BMJ website at:  
<http://group.bmj.com/group/affinity-and-society-publishing/NHS%20Guide.pdf>

- The LMC website at:  
<http://www.sheffield-lmc.org.uk/OG09/A%20Junior%20Doctors%20Guide%20to%20the%20NHS.pdf>

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### **CERVICAL CYTOLOGY RESULTS LETTERS**

*Article submitted by  
Dr Jenny Stephenson*

From August 2009 all cervical cytology letters to women with a non-negative result will be posted first class on any day of the week, so the woman could get her result at a weekend.

Therefore, it has been decided to include the number of NHS Direct on these letters so that women can get advice at weekends if needed.

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**TEMPORARY STAFF  
SHORTAGE WITHIN HEALTH  
VISITING**

*Article submitted by  
Veronica Goddard, Associate  
Director, Specialist Services,  
Sheffield PCT Provider Services*

Due to circumstances beyond our control, the Health Visiting Service is running well below full capacity.

This situation has been aggravated as a result of the national skills shortage in this area, making it difficult for us to fill roles and because staff are taking their planned leave in the holiday season.

To address this, we will be taking immediate action. Some of these measures are summarised below:

Short term:

- Antenatal home visits and other enhanced services to women and children identified as vulnerable will take priority.
- Initial home assessments will continue between 2-5 weeks, post natal.
- Clinics will be rationalised where feasible, following consultation with GPs.
- Bank nurses will be used to provide additional support in areas with the lowest staffing levels.
- Health Visiting expertise will be prioritised to areas of greatest need.

Medium to longer term:

- The creation of more student placements.
- Development of our own staff to enable them to take up roles within the service.
- Increase in administrative posts to support teams.

- Closer working with partners to increase support capacity.

Please be assured that our teams will discuss any changes with practices before they are implemented and that we are working hard to manage this difficult situation with as little disruption as possible.

If you have any concerns that you wish to raise, please feel free to contact Veronica Goddard via:

[veronica.goddard@sheffieldpct.nhs.uk](mailto:veronica.goddard@sheffieldpct.nhs.uk) or tel: (0114) 2264600.

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**SOUTH YORKSHIRE MEDICO-  
LEGAL SOCIETY PROGRAMME  
FOR 2009/10**

*Article submitted by  
Cathie Delaney,  
Membership Secretary*

Our programme for 2009/2010 commences on Wednesday 2 September 2009 at the Medico-Legal Centre, Watery Street, Sheffield at **6.30 pm prompt**.

At this meeting, Professor Mike Green will deliver a lecture entitled 'Pathologists and Human Tissue Research – Benefactors or Body Snatchers?'

Other topics for discussion at our monthly meetings, which run from September 2009 to April 2010 include:-

- Are Medical Examiners the answer to Shipman?
- Debate with Med Chi Society: "This House supports Physician Assisted Suicide".
- Shaken Baby Syndrome
- The Dodi/Diana Inquest
- Deaths in Iraq
- Swords and Shields for the Corporate NHS – What is the plot in Clinical Negligence?
- People Trafficking

Attendance at meetings qualifies for CME points (one hour).

Meetings conclude between 7.45 pm and 8.00 pm with wine and soft drinks.

The annual membership fee is £20.00 or £10.00 for those who are students, unemployed or retired.

If you are interested in joining the Society, please contact the Membership Secretary for an Application Form at the postal address or e-mail address below.

Alternatively, you are invited to attend the meeting on 2 September 2009 when you can obtain an Application Form.

Miss Cathie Delaney  
Membership Secretary  
Irwin Mitchell LLP  
Riverside East  
2 Millsands  
Sheffield S3 8DT

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Tel: 0870 1500 100

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Please forward any articles, comments etc for inclusion in the LMC newsletter to the LMC office via:

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[administrator@sheffieldlmc.org.uk](mailto:administrator@sheffieldlmc.org.uk)

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Articles for the September 2009 edition of the LMC newsletter to be received **by Monday 14 September 2009**.