

APPENDIX ONE

Wellbeing and Health Scrutiny Board 14th September 2016 NWS CCG Report

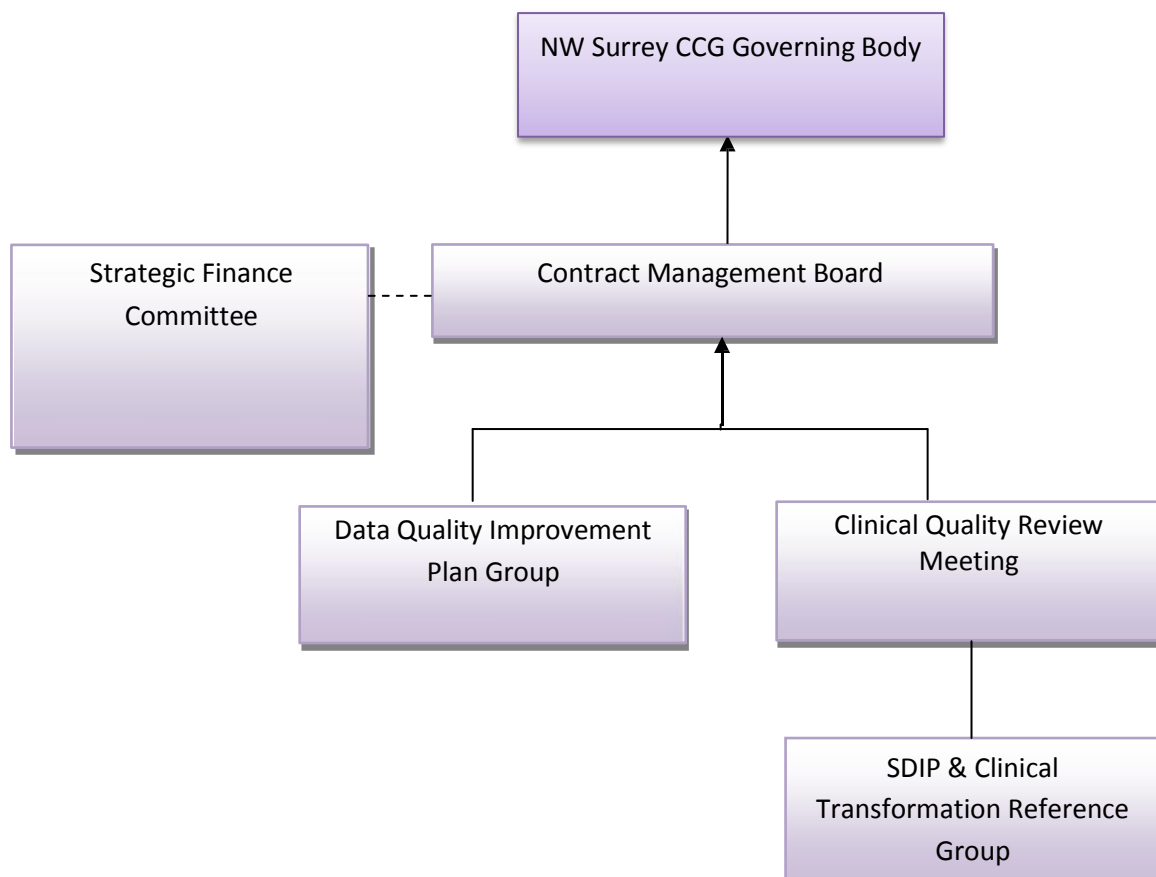
Contract Management Structure

Central Surrey Health Ltd 2017/18

1. Introduction

The Contract Management Structure outlined in this paper will be established to manage the Adult Community Health Services (ACS) contract for North West Surrey Clinical Commissioning Group (NWS CCG) as recommended within General Conditions Schedule 9 of the NHS Standard Contract 2016/17.

2. ACS Contract Management Governance Structure



3. Contract Management Review Process (NHS Standard Contract 2016/17, Updated) Technical Guidance, NHS England)

The contract review process is set out in the NHS Standard Contract, General Conditions, Schedule 8 (GC8 Review).

The frequency of reviews will be as per Terms of Reference of the Groups. Potential areas for review will include service quality and performance, finance and activity, information, and general contract management issues. The CCG and Provider will identify those areas which require review, taking into account the reporting requirements set out in the SDIP, Quality and Information schedules of the contract

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Either party may call an emergency review meeting at any time. Representation at meetings is left to local discretion. However, the parties will ensure appropriate senior clinical

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representation, where relevant to the services. The review process will be used to agree any amendments for each contract year.

Stages of Contract management process

There are a number of stages to the contract management process. These have been revised in the 2016/17 contract ([NHS Standard Contract 2016-17 Technical Guidance](#)) and can be summarised as follows:

1. issue of contract performance notice;
2. meet to discuss the contract performance notice within 10 operational days;
3. following the meeting the parties may decide:
 - to withdraw the contract performance notice or
 - agree an immediate action plan and/or a Joint Service Investigation (JSI)
 - the JSI may recommend a Remedial Action Plan (RAP)
 - failure to agree or deliver the RAP will result in withholding up to 2% of monthly actual contract value

Where the parties have agreed an immediate consequence in relation to meeting a quality requirement or there is a nationally mandated sanction, that consequence will be exercised without the need to go through the formal contract management processes described above although in most cases there will be a need to jointly agree a RAP where performance standards are breached consistently.

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