

NHS Scotland GMS Implementation

RCGP QOF REVIEWER TRAINING GROUP

Note of the meeting held on 6 June 2007, 1pm – 2pm, Inglewood House, Alloa

Present:

Dr Andy Kilpatrick, NHS Fife (AK) (Chair)
Steve Faulkner, NHS Lothian (SF)
Dr Ken McLean, RCGP Scotland (KM)
Duncan Miller, NHS Lothian (DM)
Diane Rich, RCGP Scotland (DR)

Apologies:

Ian McDonald, NHS Tayside (IMcD)
Dr Bill Taylor, RCGP Scotland (BT)
Ruth Wallace, RCGP Scotland (RW)

In attendance:

Lee Henderson, GMS/PC Programme Support Team (LH) (*notes*)

1. Introductions and Welcome

AK welcomed those present. It was noted that KM was deputising for BT.

2. Note of the Previous Meeting

The note of the meeting held on 7 March 2007 was agreed as an accurate record.

3. Matters Arising

- *Lay reviewers* - AK has still to take the NHS Shetland issue to JT for action. **Action AK**
 - Subsequent note: DR has contacted Michelle Manzie, NHS Shetland and now have assurances that the Board are progressing with the engagement of lay reviews for 2007/08.
- All other action points have been actioned.

4. Membership

The revised membership of the group was agreed:

Dr Andy Kilpatrick, NHS Fife (Chair)
Steve Faulkner, NHS Lothian and GMS/PC Programme Support
Ian McDonald, NHS Tayside
Diane Rich, RCGP Scotland
Dr Bill Taylor, RCGP Scotland
Ruth Wallace, RCGP Scotland

Meetings will now be held 6 monthly and any issues that arise between these dates can be resolved via email. Ian McDonald will be asked to provide financial input to these meetings remotely if he is unable to attend. **Action AK**

5. QOF Financial Report

RCGP are in the process of raising invoices to NHS Boards. It was agreed that the QOF budget be circulated to the group on a monthly basis and to Duncan Miller as GMS/Primary Care Programme Lead on a quarterly basis. **Action DR**

To give assurance to the group that financial audit procedures are robust, Fiona Reid, Finance, RCGP will be asked to issue a statement outlining the outcome of RCGP external audit in relation to QOF training or to provide the relevant section of the audit report if QOF is separately reported on. **Action DR**

6. Training Activity Report

An updated QOF training activity report and the results from QOF training evaluation was tabled. RCGP have trained 150 -160 reviewers in 2007/08 but have had no response as yet from the Western Isles, this will be followed up. Training in Orkney will take place in the week beginning 11 June 2007.

A common theme from the training was the lack of QMAS interpretation skills from reviewers, however it was highlighted that data interpretation should be done at CHP level.

RCGP will continue to produce yearly QOF training evaluation reports on the 4 training courses and in addition provide a brief overview of the overall evaluation outcomes.

7. Practice Analyser Tool

There are 3 Boards involved in QOF Plus training this year: Fife, Tayside and Lothian. To fund this training, GMS Leads will be contacted via email for views on the proposal to use the small amount of surplus money in the contract (approximately £1500 - £2000). It will be made clear that it is not a request for additional training requests from other NHS Boards in 2007/08. **Action SF**

RCGP will formally invite the above Boards to participate in the QOF-plus training programme over the summer months. **Action KM**

It was agreed that RCGP would devise a specification for the QOF-plus analyser training and circulate to the group for consideration. **Action KM**

8. Additional Services – clarifying that review is optional this year

Under the draft Winer 3 guidance, Additional Services do not require checking on QOF reviews unless there are existing issues from the previous year.

9. AOCB

As in previous years a QOF Reviewers conference will be arranged for November / December 2007 provided funds are available for this.

10. Date of Next Meeting

It will be confirmed in due course as to whether the next meeting will be held after the Quality Improvement Group meeting in December or at the QOF Reviewers conference.