



Weekly Inbox

24 June 2019 Issue 328

YOUR WEEKLY INBOX

The Weekly Inbox is produced by the Ipswich and East Suffolk Clinical Commissioning Group for circulation in your practice, to provide you with essential clinical guidance and useful support.

The key below indicates the intended audience of each article:

GP: General Practitioner

PM: Practice Manager

Ad: Administrative staff (including medical secretary, care navigator)

PN: Nurses (including HCA, Practice Nurse, Nurse Practitioner)

OC: Other clinicians (including ECP, Pharmacist, PA)

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FOR ACTION

PM

1 [NWRS June Extraction Reminder and Registration Issues](#)

Extraction Reminder

A reminder that the next GP Workforce data extraction will be taken via the [National Workforce Reporting System \(NWRS\)](#) on **Monday 1 July 2019**. To support the next extraction, please make any necessary revisions to your practice records by midnight on **Sunday 30 June 2019**.

The June extraction will capture data about your workforce as at 30 June 2019, including any absences and vacancies between 1 April 2019 and 30 June 2019. Completion of this data should be carried out using the NWRS.

On 1 April 2019, the NWRS moved and an update was sent to all registered NWRS users asking them to create a new user account and password. If you have not already done so, please could you re-register and create a new account by following this [link](#) or by contacting NHS Digital by [email](#), referencing 'NWRS Access Request' in the subject field and clearly stating the practice(s) that you work for.

Registration Issues

On 1 April 2019, the NWRS moved and an update was sent to all registered NWRS users asking them to create a new user account and password. We are aware that there are been some issues with the registering process and so we encourage practices to contact NHS Digital, using the protocol above, to ensure they have access to the appropriate surgery/surgeries. This has to be carried out by the individual due to GDPR. NHS Digital are prioritising these requests.

If you have any further queries, please contact [Phyllis Anderson](#) (Suffolk and North East Essex). Alternatively, please visit the [NWRS information webpage](#), which includes further detail about the system and detailed user guidance documents.

Please note that the date for extraction is **Sunday 30 June 2019**, so any information needs to be relayed before then.

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FOR INFORMATION

GP PM

2 [Medical GP Cover – Aldeburgh Community Hospital](#)

East Suffolk and North Essex NHS Foundation Trust is in the process of finding a new suitable supplier to provide Medical GP cover in Aldeburgh Community Hospital.

GP practices interested in this opportunity to tender for providing medical cover are invited to take a look at the Contracts Finder [website](#) where you can find more information and timetable. **Please note that the deadline is 4 July.**

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3 [St Elizabeth Hospice migration to SystemOne – 1 July 2019](#)

OC GP PM Ad PN

St Elizabeth Hospice is migrating to SystemOne from 1 July 2019. Staff at the Hospice will be able to view GP records for patients that have chosen to share their record. Practices will be able to view the Hospice patient record.

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4 Practice Manager Forum

The next Practice Manager's forum is taking place on 02 July 2019 at [Kesgrave Community & Conference Centre, Ipswich IP5 1JF](#). A copy of the agenda can be seen [here](#). Lunch will be available upon arrival at 13:00 with the forum starting promptly at 13:30. Please can you confirm if you **will/will not** be attending by emailing [Jennifer Burman](#) by **Thursday 27 June 2019**.

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OC GP PM Ad PN

5 Reminder: Urology Pre-referral Guidance

The CCG has been working with the Urology Consultants at Ipswich Hospital to refine and update the Pre-referral Guidance (PRG), which has also been reviewed by our Elective Care GPs. The new PRG makes it clearer regarding the pre-referral work up that is required as well as an update to the layout of the information. This updated form and associated guidance will be available on DXS from **Monday 1 July 2019**

Please ensure that the required pre-referral tests are carried out and the results attached to the referral, as well as the associated relevant history, to ensure speedy triage and the appropriate assessment/appointment being made.

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OC GPPM Ad PN

6 Local Vacancies

Please click the above link to see the current local GP and practice staff vacancies. New jobs added every week.

If you have a vacancy to advertise here and on our website, please contact [Stuart Graham](#).

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PCN CLINICAL DIRECTORS INFORMATION

OC GP PM Ad PN

7 PCN Clinical Directors

Following confirmation that NHS England and the Primary Care Commissioning Committee have confirmed approval of the formation of Primary Care Networks in East Suffolk, we are pleased to be able to share the final configurations for PCNs in this area [here](#).

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OC GP PM Ad PN

8 PCN Funding Information

New guidance from NHS England has been received. You will have received a letter by email from Caroline Procter. A copy of the email can be found [here](#).

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EDUCATION & TRAINING

OC GP PM Ad PN

9 Briefing: Safeguarding training requirements for healthcare staff in primary care

The Nursing and Medical Directorates at NHS England and NHS Improvement East has prepared this [briefing for primary care staff](#) to summarise the safeguarding training requirements for all primary care staff.

Should you have any further queries please contact sarahrobinson8@nhs.net or a member of the CCG safeguarding team.

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OC GP PM Ad PN

10 Young People, Mental Health & the GP Consultations – Education Evening Tuesday 2 July 2019

We are delighted to welcome Dr Maryanne Freer to speak at our next evening education event, which will focus on Children and Young People's mental health. The session will include detection of a mental health problem, risk management & practical management plans. [Download flyer](#)

Dr Freer is a doctor, psychiatrist and GP educator working with the [Charlie Waller Memorial Trust](#), which was set up in 1997 in memory of Charlie Waller, a young man who took his own life whilst suffering from depression.

Date: Tuesday 2 July 2019

Time: 6.45pm for two-course supper. Education 7.30pm – 9.30pm

Venue: Trinity Park

The evening is **free** to all staff working in general practice in Ipswich and east Suffolk. To book your place, please email shelley.mitchell1@nhs.net.

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OC GP PM Ad PN

11 General Practice Improvement Leads programme - applications open for Midlands and East of England regional cohorts

Applications are open for the East of England (starting 8 and 9 January 2020) regional cohorts of the General Practice Improvement Leads programme.

The programme is designed for GPs, practice managers, nurses, reception managers and senior administrators. It incorporates interactive training workshops, personal reading and reflection, and action learning as participants lead a change project in their own workplace. Participants gain new perspectives, skills and confidence in using improvement science in general practice, and leading colleagues and teams through change.

For more information and details on how to register visit: <https://www.england.nhs.uk/gp/gpiv/redesign/gpdp/capability/>

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12 Training & Education afternoon 20 June 2019 – Feedback request

Thank you to those of you who attended the education and training afternoon at Trinity Park last Thursday. If you've not already done so, we would appreciate hearing your feedback. Feedback survey link: <https://www.surveymonkey.co.uk/r/623DV2Z>

The slides from the dietary talk and [Dementia Together presentation](#), will be available on the [CCG website](#) in the usual place.

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13 Ipswich & East Primary Care Nurse Conference – 11 September 2019

The Practice Nurse Forum Committee are delighted to confirm the details of our very first Primary Care Nurse Conference. 9.00am – 5.00pm at Holiday Inn London Road, Ipswich.

The agenda reflects feedback you have given us at the practice nurse forum events and is open to ALL.

Agenda to include Karen Storey - Primary Care Nursing Lead (NHS England), UTIs, Tissue Viability update, Contraceptive pill update, NHS Health Checks: communicating the risk to patients.

There will also be an opportunity to meet a variety of clinical teams and service providers during refreshment breaks. A more detailed agenda and information about booking will be sent over the summer. [Save the Date flyer](#)

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14 PACT (Primary care and Community care Training Hub)

The training hub weekly newsletter is the place to find local training and education for primary care.

Please follow the link to [PACT Training Hub Newsletter Issue 89](#).



Suffolk & North East Essex Primary Care Training Hub

If you would like to sign-up to receive the newsletter directly each week or have any training queries or suggestions, please email PACT@suffolkch.nhs.uk

Ipswich & East Suffolk CCG are working together with neighbouring CCGs, representatives from primary and community care services and training providers to address workforce and workload challenges to ensure that we have the right number of health and care professionals with the right skills to meet the evolving needs of local people.

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CONTACT

15 Your views and feedback are very much appreciated. If you have any comments, suggestions or contributions for inclusion in The Weekly Inbox, [please email us](#).

If you are not currently on the regular distribution list for the Weekly Inbox but would like to be, you can [sign up here](#).

For queries relating to contracts, please email IESCCG.gp-contract-queries@nhs.net with **Contracts** in the subject line.



Safeguarding Children is Everyone's Responsibility: news, guidance and resources can be found on the [CCG's Safeguarding Children webpage](#).

Please follow the link for **Safeguarding Adult** information [CCGs Safeguarding Adult webpage](#) and click [here](#) for local information

Useful links:

- [Bookmark the CCG website](#)
- [Latest news from the CCG](#)
- [Who's who in the Clinical Executive](#)
- [Useful links to NHS and other websites](#)
- [New to the area? Our Clinician Welcome Pack includes useful information](#)
- [Ipswich and East Suffolk Falls Directory](#)
- [Referrals, Briefings and Pathways](#)
- [Download Digital Campaign Resources](#)
- [NHS England](#)



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CHART OF THE WEEK

16 We are often asked for more comparative information to enable practices to know where they stand on a variety of indicators in comparison with other practices. Therefore, we publish a chart every week. Please [let us know](#) if there are any topics that you would find it useful for us to cover.

This week we are looking at: Prescribing Budget. Medicines management technicians are able to perform searches to identify areas where cost saving can be made and discuss the results with the practice prescribing lead and create an action plan of areas they would wish to focus on. Please contact your medicines management technicians for further information.



[Click on chart to enlarge](#)

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