



Community Pharmacy
Cheshire and Wirral



Service Specification Checklist

Rationale of Checklist	
<p>This checklist will be completed by the CPCW sub-committee for every new or recommissioned service specification sent to CPCW for comment/consultation. The response summary is completed after consultation and agreement by the sub-committee.</p> <p>The Checklist contains the CPCW sub-committee's comments/recommendations for any requested changes to the proposed/draft service specification in order to achieve/improve further the green rating. It will be sent to the service commissioner for consideration of amendments ideally prior to go-live of the service.</p> <p>CPCW's purpose is to work positively with commissioners to ensure high quality outcomes from the service, which are both professionally and commercially viable for contractor participation.</p>	
Service and Commissioner	
<p>Palliative Care Medicines Service Warrington CCG</p>	
Response summary feedback from CPCW	
<p>CPCW has rated this service specification as GREEN based on the comments made below. Our recommended actions to further improve the service are:</p> <ol style="list-style-type: none">1. Addition of termination clause	
Timeline and Next Steps for CPCW	
<p>CPCW will publish this service participation rating to contractors in 10 days' time. Publication of this recommendation will be via individual email and posting on our website. Commissioners are asked to please respond promptly with feedback/proposed changes so that they can be included within CPCW's recommendation to its contractors.</p>	
Commissioners response to CPCW feedback	
<p>Please enter response here, returning promptly to gary@cpcw.org.uk</p>	



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Point Covered	Action or Notes	
CPCW Consultation		
CPCW Consulted?	Yes – originally pitched at same fee but we asked for uplift	
CPCW Consulted with sufficient time to comment?	Yes – the uplift was advised by the ICB contracting director, based on uplift to national tariff (depending on outcome of NPS consultation) but we weren't involved in that discussion	
Remuneration		
Does remuneration include/cover set up costs, backfill, consumables etc..?	Yes. £713 p.a. & reimbursement of expired stock. Contract only for one year and the resources are sufficient to meet the costs of providing the service also providing a small benefit to contractors	
Is VAT treatment considered?	Yes – Pharmacist only service	
Does the payment structure use a system that is suitable for all contractors and are the payment terms acceptable?	Yes - Service uses PharmOutcomes to record data and produces invoices for the commissioner. Yes - Payment is made annually, paid in one sum following the declaration made by day 14 following the end of the first quarter. 28 day terms as per NHS standard contract. Need to be aware that contractors need to complete quarterly audits.	
Where equipment is required, who provides/calibrates/services this? If contractor, does remuneration sufficiently cover the cost of this?	N/A	
Is remuneration fair?	Uplift of 1.8% on previous contract (£13)	
Is/does the Service ...		
Sustainable? Consider costs – hourly rate, training interventions	Yes	
Start/End date	01/04/2023 – 31/03/2024	
What is the type of contract? (NHS Standard, Public Health, Bespoke, 3 rd Party Provider)	NHS Standard	
Clinically sound and in line with appropriate National or local guidance?	Yes	
Enhance patient care?	Yes	



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Have suitable monitoring arrangements and termination clauses?	Self monitoring of stock. No termination clause present.	
Enhance relationships with other HCPs?	Yes	
Deliverable?	Yes	
Attractive enough for contractors to consider it worthwhile?	Yes, most of the time contractors would hold these in stock for patients – this provides assurance and focus	
Have performance criteria that supports a quality service?	Very binary	
Service Delivery		
Are the performance measures reasonable and achievable?	N/A	
Is the administration proportional to size or service and remuneration?	Yes.	
Is there a SOP required to be provided by the contractor? Is an example provided?	SOP to be provided by Contractor. No example SOP available, however relatively straight forward service that would need to fit in with individual pharmacy CD auditing processes so not a concern.	
Are any reporting systems suitable to all contractors?	Yes, service uses PharmOutcomes/Paper	
What are the incident reporting procedures?	Report complaint, investigation and learnings to Commissioner via quarterly audit.	
Is the training required for the service reasonable? Consider accessibility to CPPE for non-pharmacist/technician staff.	Yes (only PharmOutcomes & SOP)	
What support and backfill arrangements are necessary and are they in place?	None required	
Is there a clear definition of roles with regard to Data Controller within IG? Describe it.	<i>This service specification and/or associated recorded information may be subject to Freedom of Information Requests (FOI). Each party shall comply with any such Freedom of Information requests received, in accordance</i>	



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	<i>with the Freedom of Information Act 2000 legal obligations (No info beyond this)</i>	
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Miscellaneous Information	
Any other information specific to this service.	Remuneration has increased by 1.8% to £713. Formulary has not changed. Stock shortages are reported ad-hoc rather than by quarterly audit. The most up to date list of Providers of the service as and when contractors need to know can be accessed here; https://www.haltonwarringtonccg.nhs.uk/health-services-and-information-in-warrington/palliative-and-end-of-life-care/pharmacy-end-of-life-drugs
Suggested RAG Rating	