LPC Work Plan 2016-17

Domain	Activity and resource requirement	Desired Outcome	Specific Initiatives	Accountability	Target completion date	RAG status	Comments
Core	Website Review 5 days	More user friendly to reduce time spent on queries	Feasibility study. What does Good look like?	JMC	31/03/2017		delayed - other items took precedence
			Agree approach and budget	JMC	31/12/2016		Tidy Up
			Produce folder with copy of all web pages	KS	31/12/2016		
			Print attached documents	KS	31/12/2016		
			Review order of website	JMC/CJH	31/01/2017		
			Review each section and documents	JMC/CJH	31/03/2017		1) Folder Review 2) Doc's Review 3) Update/removal or outdated doc's/pages
			Carry out project	TBA	29/02/2017		
			Add PharmOutcomes guides	CJH/SM	29/02/2017		
	Survey Monkey consultation		Agree programme for consultation of contractors	Exec	01/08/2016		Use for Quality Consultation (Paul rewording this heading) - Ongoing
			One page policy re consultation with pharmacies	Kate	31/12/2016		Produce one paragraph highlighting process of communication / consultation
	Audit of LPC work activity	Understand overall demand/labour balance	Agree additional resource requirements	JMC/PR	06/07/2016		
	Support contractors on major issues 52 days	Contractors informed, supported and consulted Funding Cuts impact & cash flow planning Support Contractor with	Produce funding cuts action plan and deliver	PR	28/11/2017		Ongoing
			Produce SCR implementation plan and deliver	JMC	28/11/2017		Ongoing
			Accessible information standard	CJH/SM	31/07/2016		
			Be fully involved in STP process	PR	31/03/2017		Ongoing PR meeting Helen Phillips - PR & Jack -
			Support Contractors to achieve Quality Criteria		24/11/2017		Role for 'delivery person' and Academy person.
	Raise level of contact with commissioners 24 days	More effective dialogue with decision makers	Produce relationship map	PR	30/06/2016		
			Agree contact plan	PR	31/07/2016		NL Progress, NEL Ongoing, Hull Improving
			Deliver plan	Exec	31/03/2017		Ongoing
Quality Payments & Gateway Criteria			One-Stop Event	All	19/02/2017		
			Advanced Services: NMS				
			Advanced Services: MUR				
			Advanced Services: NUMSAS				
			NHS Choices				
			NHS Mail		01/02/2017		
			EPSr2				
			Patient Safety: Report				
			Patient Safety: Safeguarding				
			Patient Experience: CPPQ				
			Public health: HLP				
			Digital: SCR				
			Digital: NHS111 DoS				
			Clinical Effectiveness: Asthma				
			Workforce: Dementia Friends				
Development	Diabetes 20 days	Feasibility study to identify opportunities for CP to contribute to long term management of Diabetes	Feasibility study / engage with CCGs	CJH	30/10/2016		
			Prepare proposal/business case	SM	30/11/2016		CJH to liaise with SM once feasibility study done/ written up
			Present business case to commissioners	CJH	31/01/2017		To be key element next year 2017/18
							STP Plan
	Respiratory Plus Service 10 days	Develop a business case building on breathe in success	Review business case	CJH	30/09/2016		Change focus to: salbutamol/waste issue/ quality criteria
			Present business case to commissioners	CJH	31/10/2016		Change focus to: salbutamol/waste issue/ quality criteria
			Implement services	CJH/SM	30/11/2016		
	Prescription intervention 7 days	Implement previously agreed proposal	Recommission and carry out Intervention audit	SM	30/05/2016		
			Complete audit report	SM			
			Secure service in Hull CCG	SM	30/06/2016		On-going discussion with Geoff Day
			Implement in Hull CCG	SM	30/09/2016		Action Plan & Names
			Secure service in ERYCCG	PR	30/10/2016		PR Finalising Bus Case today (25/01/17) and sending to Jackie Mathers
			Implement service in ERYCCG	SM	30/11/2016		
			Investigate remaining CCGs & NEL	PR	31/03/2017		NL/NEL PR sending proposal
			Business plan for NL CCG	SM			PR to speak to Julie Wilson
	CPH Academy Feasibility 8 days	Carry out feasbility study for an "Academy" approach in CPH footprint	Explore options, look at best practice, liaise with	DM	31/07/2016		
			other providers/sponsors				
			Paper for September meeting	SM/PR			
			Recruit Humber Academy Project Manager	JMC	31/12/2016		1st March
	Healthy Living Pharmacy 5 days	Assist and encourage all contractors, who are interested, to achieve level 1 HLP accreditation	Review national guidance	JDC	31/08/2016		
			Prepare support plan for contractors	JDC	31/08/2016		Abandon this heading - move to Quality Payment heading
			Launch initiative	JDC	30/09/2016		Abandon this heading - move to Quality Payment heading
	NHS Healthchecks		New contract/service spec	CJH	30/09/2016		
			expansion to additional sites	CJH	01/10/2016		
			Update PharmOutcomes Platform	SM	30/11/2016		
Delivery	Advanced services 9 days	PR speaking to PMcG	Visit best performers to establish best practice	SM/CJH	31/08/2016		
			Visit and support poor performers	CJH	30/09/2016		Responsibility of new 'delivery role' person.
			Flu Vaccination support package	SM	01/10/2016		
			Contractor events to support delivery	SM	01/10/2016		one event delivered, other events in the planning stage
	N E Lincs Minor Ailments Service 4 days		Prepare implementation plan	CJH/SM	30/06/2016		
			Finalise monographs & SLA	CJH/SM	14/08/2016		
			Develop PharmOutcomes platform	SM	14/09/2016		
			Develop & deliver training event	CJH/SM	21/09/2016		
			Implement service	CJH/SM	01/10/2016		
	NL Varenicline Service 6 days		Prepare implementation plan	CJH/SM	31/08/2016		
			Prepare & sign off PGDs	CJH/SM	14/08/2016		
			Develop & PharmOutcomes platform	SM	14/08/2016		
			Develop & deliver training event	CJH/SM	16/08/2016		event 08/11/16 - Commissioner changed delivery date
			Agree service spec	CJH/SM	14/08/2016		
			Implement service	CJH/SM	01/10/2016		Launch 5/12/16 - Commissioner changed launch date
			Funding for platform	SM	30/11/2016		
	NL Sexual Health Service - Virgin Care		Implement and launch sexual health service	CJH	31/08/2016		
			PharmOutcomes platform	SM	01/10/2016		
			Funding for platform	SM	01/10/2016		