

## Cogges Branch Surgery - Mini Competition Questions



**Oxfordshire  
Clinical Commissioning Group**

Question Number	Criteria	Question Type	Question	Word Limit	Weight
1	Site	Text	<p>Does your proposal include <b>delivery of service from Cogges Surgery site</b> for the foreseeable future? If not please explain why</p> <p>Please note that we are still confirming with the property owners if the premises is available and for how long. Any incoming provider will need to accept that it will be their responsibility to consult with the patient group if there is a change of service location in the future</p> <p><b>Further clarification is provided on question 1 of the mini competition.</b></p> <p>For the avoidance of doubt, this mini competition is to seek an Oxfordshire practice to provide services from the Cogges Surgery site from 1 February 2019. The question relating to <i>'Does your proposal include delivery of service from Cogges Surgery site for the foreseeable future?'</i> relates to any future plans the practice might have for the branch surgery. We note that this may be dependent on the availability of the premises as defined by the property owning partners.</p>	100	15%
2	Locality working	Text	<p>Please provide details of your <b>current engagement with locality working</b> and how this might work in the future whilst providing services to Cogges patients.</p>	100	5%

3	Workforce	Text	<p>Please describe how <b>the service will be staffed</b> to ensure continuity of care for patients. Your response should include but need not be limited to:</p> <ul style="list-style-type: none"> <li>- your approach to recruitment and stabilisation of the clinical workforce</li> <li>- planned working patterns and sessions to be worked</li> <li>- examples of work plans / rotas and how they will be applied to delivery of the contract</li> </ul>	750	45%
4	Mobilisation	Text	<p>Please provide a <b>detailed Mobilisation Plan</b> to ensure commencement of services on 01 February 2019. The plan should cover all aspects of the Mobilisation Period including clear dates, key tasks and key roles, including the following but need not be limited to:</p> <p><u>Key Stakeholders</u> - details of the lead person for the mobilisation process, including their name and their experience of such tasks</p> <p><u>Plan for Delivery / Handover Process</u>, showing key dates and roles / responsibilities and robust and detailed description of the proposed handover process from the existing provider ensuring continuity of services</p> <p><u>Clinical and Quality Assurance</u></p> <ul style="list-style-type: none"> <li>• Clinical Handover (vulnerable patients etc.)</li> <li>• Medicines Management (to ensure continuity of repeat prescribing, medicines supply and storage);</li> <li>• Care Quality Commission registration;</li> <li>• Clinical governance system and processes in place (including approach to incident reporting)</li> </ul> <p><u>Comms and Relationships</u></p> <ul style="list-style-type: none"> <li>• Patient and PPG involvement</li> <li>• Communication plan: staff, patients and local health -economy</li> <li>• Maintenance / growth of current patient list</li> </ul> <p><u>Premises, Facilities and Equipment</u> - premises handover (including in relation to Services Providers, required equipment / medical consumables)</p> <p><u>IM&amp;T</u> - clinical system handover, including interoperability with CCG preferred system; EMIS Web</p>	1000	35%

Workforce and Training

- Staffing plan / operational resources including TUPE, NHS Pensions, workforce issues and recruitment
- Training and CPD

Risks - identification of potential risks to service continuity and steps taken to mitigate these

Please include a mobilisation plan / gannt chart or similar to support your response.

5	Finance	Text	Please confirm how you will deliver the service within the GMS contract value sum of £748k This excludes Local Authority Commissioned Services, CCG Locally commissioned services and NHS England Public Health Vaccination and immunisation programmes	100	Pass/ Fail