

The London Sexual Health Programme (LSHP)
Development of Proposed Tariff/s for Sexual Health in London

Commissioning Working Group
Terms of Reference

| |
|---|
| Summary: |
| All Working Groups for the project: "Development of Proposed Tariff/s for Integrated Sexual Health in London" are required to draw up Terms of Reference which the Steering Group will sign off, to ensure the goals of the project are met by the different workstreams. |
| Action required: |
| The Steering Group is to agree and sign off these Terms of Reference |
| Lead: |
| Hong Tan, London Sexual Health Programme |
| Written by: |
| Working group |
| Performance Management (which national/local targets does this report affect) |
| National target: 48 hour access |
| Governance and Legality Checks (which statutory responsibilities does this report affect) |
| |
| Health Inequalities (how does this report support the reduction of health inequalities in NWL) |
| N/A |
| Patient and Public Involvement (summary of any patient and public involvement in the issues this report covers) |
| N/A |
| Race Equality |
| N/A |

Commissioning Working Group Terms of Reference

| Title: | The London Sexual Health Programme (LSHP): Development of Proposed Tariff/s for Sexual Health in London | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--------------------------------|---|---------------|---------------------------|----------|-------------------------|-----------|---------------------------|---------------|-----------------------|--------------|----------------------------|-----------------|----------------------|--------------|-----------------------|--------------|--------------|-------------|--|---------------|---|---------------|-----------------------------|-------------|-------------------|-----------------|--|---------------------------|------------------------------|--|-------|--|--------|
| Date approved, approving body: | 08-Apr-10 by the LSHP Tariff Steering Group The ToRs will be reviewed in Dec-10 if appropriate | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Project Overview: | <p>The overall aim of the project is to a) improve access to contraceptive services and STI screening and treatment and b) improve the population's sexual health through the development of SRH, STI and integrated tariffs/currencies for London that are setting independent and can be used in both community and acute settings across London. The goal is to have them validated, road tested and shadowed for implementation by April 2011. Commissioners can then use them across all SRH and GUM services both in community and acute settings. The proposed currencies/tariffs will aim to incorporate the core principles of patient safety, service quality, sustainability, cost-effectiveness, patient choice and open access. They are being developed so as not to destabilise open access SRH or GUM services.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Membership: | <p>London SH Commissioners will propose themselves for inclusion as required to support workshops or pieces of work to help deliver the project. The group will be chaired by Hong Tan and supported by Pathway Analytics who have been commissioned to carry out the work.</p> <p>The membership to include:</p> <ul style="list-style-type: none"> • Lead Commissioners from the pilot sites for SRH/Integrated services • GUM Lead Commissioners from the Sector acute commissioning units • London Sexual Health Commissioning Sexual Health/HIV Network manager's • Finance and data leads from PCTs • Provider representatives from BASHH and FFPSRH <p>PCT representatives should be at senior levels and include at least one AD Finance lead</p> <p>There will be formal clinical representation from BASHH and FSRH.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Member</th> <th style="text-align: left;">Role, Organisation</th> </tr> </thead> <tbody> <tr> <td>Hong Tan</td> <td>WG Chair, LSHP Director</td> </tr> <tr> <td>Ali Young</td> <td>Commissioner, Lambeth PCT</td> </tr> <tr> <td>Ben Gainsford</td> <td>General manager, GSTT</td> </tr> <tr> <td>Chris Gadney</td> <td>Commissioner, Lewisham PCT</td> </tr> <tr> <td>Christine Caton</td> <td>Finance, Lambeth PCT</td> </tr> <tr> <td>Evelyn Idise</td> <td>Finance, Lewisham PCT</td> </tr> <tr> <td>Gary Alessio</td> <td>South Sector</td> </tr> <tr> <td>Jamil Ahmed</td> <td>Commissioner, Barking, Havering & Dagenham</td> </tr> <tr> <td>Lindsay Jones</td> <td>Commissioner, Camden PCT (new app. tbc)</td> </tr> <tr> <td>Nancy Padwick</td> <td>Commissioner, Islington PCT</td> </tr> <tr> <td>Rose Echlin</td> <td>Commissioner, LSL</td> </tr> <tr> <td>Victor Ferreira</td> <td>Commissioner, Barking, Havering & Dagenham</td> </tr> <tr> <td>William Cunningham-Davies</td> <td>Commissioner, Wandsworth PCT</td> </tr> <tr> <td></td> <td>BASHH</td> </tr> <tr> <td></td> <td>FFPSRH</td> </tr> </tbody> </table> | Member | Role, Organisation | Hong Tan | WG Chair, LSHP Director | Ali Young | Commissioner, Lambeth PCT | Ben Gainsford | General manager, GSTT | Chris Gadney | Commissioner, Lewisham PCT | Christine Caton | Finance, Lambeth PCT | Evelyn Idise | Finance, Lewisham PCT | Gary Alessio | South Sector | Jamil Ahmed | Commissioner, Barking, Havering & Dagenham | Lindsay Jones | Commissioner, Camden PCT (new app. tbc) | Nancy Padwick | Commissioner, Islington PCT | Rose Echlin | Commissioner, LSL | Victor Ferreira | Commissioner, Barking, Havering & Dagenham | William Cunningham-Davies | Commissioner, Wandsworth PCT | | BASHH | | FFPSRH |
| Member | Role, Organisation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Hong Tan | WG Chair, LSHP Director | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ali Young | Commissioner, Lambeth PCT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ben Gainsford | General manager, GSTT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Chris Gadney | Commissioner, Lewisham PCT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Christine Caton | Finance, Lambeth PCT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Evelyn Idise | Finance, Lewisham PCT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Gary Alessio | South Sector | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Jamil Ahmed | Commissioner, Barking, Havering & Dagenham | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lindsay Jones | Commissioner, Camden PCT (new app. tbc) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nancy Padwick | Commissioner, Islington PCT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Rose Echlin | Commissioner, LSL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Victor Ferreira | Commissioner, Barking, Havering & Dagenham | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| William Cunningham-Davies | Commissioner, Wandsworth PCT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | BASHH | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | FFPSRH | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

The London Sexual Health Programme

| | |
|-------------------------------|--|
| | <p>Vikki Pearce</p> <p>Facilitator, Pathway Analytics</p> |
| Quorum (for decision-making): | <p>The Project Group seeks to include all members in decision making at all times –but ultimately a quorum requires 75% of the membership to agree. In the event that a member is not present when a decision is required the chair will write out to the absent member(s) clarifying the likely impact/ change and giving a minimum two week turnaround period for comments. If no comments are received within 2 weeks, it will be assumed that the member agrees with the decision of the group.</p> |
| Frequency of Meetings: | Monthly (or as agreed by the majority of members at meeting) |
| Attendance at meetings: | Members should attend meetings wherever possible, provide written comments on papers if unable to attend, or may send a substitute. |
| Remit: | <p>The commissioning group aims to ensure delivery issues relating to the commissioning of the London Sexual Health tariffs within the timeline endorsed by the London Sexual Health Commissioning Board. Introduction of the tariffs for Sexual and Reproductive Health/integrated sexual health services aims to be by Oct 2010 and for GUM by April 2011.</p> <p>The commissioning group will provide commissioning leadership for the work.</p> <p>The work will be carried out in workshops, 1 to 1 meetings and other formats.</p> |
| Timelines: | <p>The Working Group aims to deliver the following milestones:</p> <ul style="list-style-type: none"> • Using output from Road Test to carry out impact assessment, by end of May • Impact assessments will inform commissioning intentions, by Oct 2010 • Implementation is aimed for April 2011-12 <p>It is acknowledged by the Working Group that these timelines may need some flexibility.</p> |
| Duties – Responsibilities: | <p>2.1 Develop and report on a commissioning work plan relating to the London Sexual Health tariffs. This will include a framework for impact assessment of the tariffs; developing a framework to assess affordability and not to destabilise PCTs or providers. The group will ensure that the currencies do not promote double-funding of aspects of the services e.g. pathology costs etc.</p> <p>2.2 Develop a consistent approach to dehost SRH/Integrated Sexual Health services including taking account of out-of-London activity and funding flows.</p> <p>2.3 Share knowledge and lessons learnt from the road-testing and shadowing of the indicative tariffs and contribute to discussions on any amendments//changes to the currencies and prices, making recommendations to the London Sexual Health tariffs steering group.</p> <p>2.4 Develop London-wide framework specifications for SRH/integrated Sexual Health, GUM services for local use with appropriate standards and performance indicators, taking into account BASHH, Faculty and relevant guidelines.</p> <p>2.5 Sign off and make decisions for standards, care pathways, cost levers, rule sets, demand filters and other issues that affect commissioning issues.</p> |
| Accountability: | The Commissioning Working Group is responsible and accountable to the |

| | |
|-----------------------------|---|
| | Steering Group which oversees and coordinates the work of three Working Groups. |
| Governance: | This work is led by commissioners and was commissioned by the London Sexual Health Programme on behalf of PCTs in London. It works in partnership with providers and commissioners in the SRH/ISH, GUM and Commissioning Working Groups that report and advise the Project Steering Group who make recommendations to the London Sexual Health Commissioning Board (LSHCB). The Senior Responsible Officer for Sexual Health who chairs the LSHCB will make recommendations to the London Commissioning Group of PCT CEs and NHS London who will make final decisions on the tariffs. |
| Reporting responsibilities: | The Working Group will develop a communications plan to be delivered by Pathway Analytics. Communication between the Working Groups will be via the chairs of the groups and to the project Steering Group on a regular basis. External communications will be by Pathway Analytics as appropriate and available from the London Sexual Health Programme, BASHH and FFPSRH websites (www.londonsexualhealth.org). |
| Confidentiality: | Information shared by the Working Group members on budgets, activity and any other 'sensitive' information will be kept confidential within the group. By participating in this work, it is implicit that members will share relevant information with the group from their respective organisations. All information remains confidential until the Working Group Chair has signed off its release. |
| Review: | These Terms of Reference will be reviewed as needed to ensure the group achieves its objectives as the group has a short-life to April 2011 in the first instance. |

Broader meetings are held to which all London PCT commissioners are invited and non-confidential documents are circulated to the following people:

| | |
|--------------------------|-------------------------|
| Jamil Ahmed | Barking and Dagenham |
| Angela Bhan | Bromley |
| Teresa Callum | Barnet |
| Monique Carayol | Westminster |
| William Cunningham-Davis | Wandsworth |
| Patrick Dollard | Kensington and Chelsea |
| Rose Echlin | Lambeth |
| Peter Edward | Richmond and Twickenham |
| Mina Epelle | Bexley |
| Kate Ezeoke | Redbridge |
| Cath Fenton | Enfield |
| Victor Ferreira | Barking and Dagenham |
| Jose Figueroa | City and Hackney |
| Claire Foreman | Croydon |
| Carole Furlong | Harrow |
| Chris Gadney | Lewisham |
| Wendy Gaston | Newham |
| Michele Guimarin | Haringey |
| Carol Hall | Ealing |
| SamaraHammond | Wandsworth |
| Alistair Hill | Croydon |
| Claire Hough | Barnet |
| Ewan Jenkins | Westminster |
| Lindsay Jones | Camden |
| Fatima Kamara | Hammersmith and Fulham |
| Michelle King | Hammersmith and Fulham |
| Ravina Kotecha | Brent |

| | |
|-----------------------|-------------------------|
| Robert Lee | Enfield |
| Candice Leigh-Clark | Kensington and Chelsea |
| James Lorigan | Brent |
| David Loyd-Hearn | Kensington and Chelsea |
| Rebecca Lubega-Bukulu | Greenwich |
| Rebecca Mahlunge | Sutton and Merton |
| Lidmila Mamaeva | Harrow |
| Bhaven Marshall | Richmond and Twickenham |
| Noelle McDevitt | Croydon |
| Simon Mercer | London SCG |
| Guimarin Michele | Haringey |
| Bridgitte Moess | |
| Dorothy Mukasa | Hounslow |
| Elaine Munday | Bromley |
| Jennifer Nsubuga | Richmond and Twickenham |
| Mary Okoth | Hammersmith and Fulham |
| Dorothy Okotie | Croydon |
| Nancy Padwick | Islington |
| Nyssa Paige | Tower Hamlets |
| Sarah Pillai | Barnet |
| David Pinson | Greenwich |
| Deborah Redknapp | Havering |
| Davey Thomason | Westminster |
| Stephen Tucker | Kensington and Chelsea |
| Julia Waters | Kingston |
| Ali Young | Lambeth |