



Mid and South Essex
Health and Care
Partnership

Working together for better lives



C/O Mid and South Essex
CCGs
Phoenix House
Christopher Martin Road
Basildon, Essex
SS14 3HG

19th May 2021

Dear Member Practices and Primary Care Network Leads

General Practice Covid Capacity Expansion Fund

For Practices and PCNs who have submitted a return

Thank you for the recent submission of your return detailing the use of the Covid Capacity Expansion Fund.

Following review of the returns we have identified a number of queries where it would appear claims are being made for costs that are either not within scope of this funding source, or are funded through alternative routes resulting in a request for the CCG to pay twice for some forms of activity. We are therefore asking practices to review and resubmit claims by **9am Thursday 27th May 2021** to meccg.essex.incident.primarycare@nhs.net.

In line with the published guidance claims should be submitted with the exclusions of costs associated with

1. Areas where funding has been provided via an alternative route

The CCGs are unable to provide funding where this would result in making payment for the same service twice. Examples included in submission received include

- Clinical and Administrative staff and mobilisation costs associated with delivery of the COVID Vaccination Programme (including work within practices associated with booking patients into clinics) which has been funded under the nationally negotiated item of service arrangement and mobilisation cost reimbursements
- Overtime/locum costs to cover staff working on the COVID Vaccination Programme
- Delivery of the COVID Respiratory Hubs, including over-time of practice staff where they have been utilised within these Hubs, as these costs should be borne by the service provider
- Overtime/locum costs for PCN Clinical Directors undertaking additional hours (or backfill to cover this) as funding has been provided for this via an alternative route



- Additional capacity for staff groups covered by the ARRS scheme where this funding envelope was not fully utilised by the PCN in 2020-21 (please see section 2 below)
- Staff working in any other separately commissioned services where dedicated funding streams exist

2. Additional capacity for staff groups covered by the ARRS scheme

In addition to this funding national guidance states that a PCN may use its Additional Roles Reimbursement Sum to reimburse extra hours worked by PCN staff, at plain time rates only, as long as the increase in WTE hours worked is clearly recorded on the PCN's claim form and National Workforce Reporting System.

Any overtime or additional staff costs for this group should as a first priority be claimed via your PCN ARRS claims where this funding envelope was not fully utilised by your PCN in 2020-21.

3. Backfill for Staff Absences

In line with the original letter national guidance indicates that this funding can be used to offer backfill for staff absences where

- i) this is agreed by the CCG
- ii) required to meet demand, and
- iii) the individual is not able to work remotely.

For any practices who have submitted costs for staff backfill where this was not pre-agreed with the CCG please resubmit with the exclusion of costs associated with payment to, or backfilling of,

- Staff sickness (including due to COVID and Long COVID)
- Staff who were Clinically Extremely Vulnerable

For Practices and PCNs who have not yet submitted a return

For those practice or PCNs who are yet to respond to this request for information we will assume a nil return. This will likely result in the CCGs reclaiming the full amount to ensure it is used to achieve the outcomes as set by NHS England. The CCGs intend to undertake this reclaim as part of July contract payments.



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Practices and PCNs yet to submit will have an extended and final opportunity to submit a claim in line with the original terms and clarifications above. Submissions should be made by **9am Thursday 27th May 2021** to meccg.essex.incident.primarycare@nhs.net

Eligibility for Covid Capacity Expansion Fund

Practices and PCNS are reminded that provision of these funds is dependent on the timely and accurate submission of practices and PCNs in meeting the national reporting requirements around Workforce, Appointments and Ethnicity.

Not all practices and PCNs in Mid and South Essex are currently meeting these obligations.

The next submission date for the WRES data is 30th June 2021 and Covid Expansion Fund funding may be recovered from any practice or PCN who does not submit data in line with the national timetable. Support is available via the Workforce Training Hub for any Practice or PCN not confident in making these submissions.

The CCGs recognise the pressure currently faced by primary care providers and thus the importance of this resource. We must however ensure that it is being utilised effectively. If you have any queries, please contact your primary care leads.

Yours sincerely

William Guy

**Alliance Director – Basildon and
Brentwood and
Mid and South Essex Primary Care Lead**

Mark Barker

**Chief Finance Officer for the five CCGs
across Mid and South Essex**