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| **Rationale of Checklist** | | | |  |
| This checklist will be completed by the CPSC sub-committee for every new or recommissioned service specification sent to CPSC for comment/consultation. The response summary is completed after consultation and agreement by the sub-committee.  The Checklist contains the CPSC 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.  CPSC’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. | | | |  |
| **Service and Commissioner** | | | |  |
| Community Needle Exchange Service  Portsmouth City Council | | | |  |
| **Response summary feedback from CPSC** | | | |  |
|  | | | |  |
| CPSC has rated this service specification as Amber based on the comments made below. Our recommended actions to further improve the service are:   1. Overheads and staffing costs have increased since 2018 but no reflection of this in funding. 2. No payment terms | | | |  |
| **Time-line & Next Steps for CPSC** | | | |  |
| CPSC 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 CPSC’s recommendation to its contractors. | | | |  |
| **Commissioners response to CPSC feedback** | | | |  |
| Please enter response here, returning promptly to [alison.freemantle@cpsc.org.uk](mailto:alison.freemantle@cpsc.org.uk)  Whilst there is no increase in the funding, we still pay more than our near neighbouring authorities.  We have benchmarked what we pay in Portsmouth against other local areas and our payment is comparable or more. | | | |  |
| **Point Covered** | | | **Action or Notes** |  |
|  | | **CPSC Consultation** | |  |
| CPSC Consulted? | | | No |  |
| CPSC Consulted with sufficient time to comment? | | | No - received service spec same time as contractors. |  |
|  | | **Remuneration** | |  |
| Does remuneration include/cover set up costs, backfill, consumables etc..? | | | No backfill costs for annual PCC meeting attendance.  Commissioner does provide facility for pharmacy staff to receive Hep B vaccination via Portsmouth Hospital Trust at no cost to the pharmacy.  Consumables to provide service provided by commissioner. |  |
| Does the payment structure use a system that is suitable for all contractors and are the payment terms acceptable? | | | PharmOutcomes used to collate information and invoice  No payment terms in service specification. |  |
| Where equipment is required who provides/calibrates/services this? If contractor, does remuneration sufficiently cover the cost of this? | | | No additional equipment required to deliver service. |  |
| Is remuneration fair? | | | Yes |  |
|  | **Is/does the Service.....** | | |  |
| Sustainable? | | | Yes |  |
| Start/ end date | | | 1/4/21 – 31/3/23 |  |
| Clinically sound and in line with appropriate National or local guidance? | | | Yes |  |
| Enhance patient care? | | | Yes |  |
| Have suitable monitoring arrangements and termination clauses? | | | No monitoring or termination clauses in service specification. |  |
| Enhance relationships with other HCPs? | | | Yes.  In particular with Safer Portsmouth Partnership Recovery Hub (specialist service). |  |
| Deliverable? | | | Yes |  |
| Attractive enough for contractors to consider it worthwhile? | | | Yes |  |
| Have performance criteria that supports a quality service? | | | Yes  Annual audit and to be able to provide the service for at least 80% of core contracted opening hours. |  |
|  | **Service Delivery** | | |  |
| Are the performance measures reasonable and achievable? | | | Details of audit not specified. |  |
| Is the administration proportional to size or service and remuneration? | | | Yes |  |
| Are any reporting systems suitable to all contractors? | | | Yes. PharmOutcomes. |  |
| Is the training required for the service reasonable? Consider accessibility to CPPE for non-pharmacist/technician staff. | | | Pharmacy staff should have training relevant to role within this service.  Training will be provided by the needle exchange co-ordinator in the statutory substance misuse service for any new staff.  The commissioner recommends staff complete the CPPE Substance Use and Misuse module. |  |
| Does record keeping or sharing of information requirements meet current IG regulations. | | | Yes |  |
|  | **Miscellaneous Information** | | |  |
| Any other information specific to this service. | | | Graded green last contract.  No increase in funding. |  |
| Suggested RAG Rating | | |  |  |