

NHS Health Checks Outreach Events Project Brief

1. Introduction

The NHS Health Check programme is a mandatory Public Health programme intended to reduce preventable disease in adults. It is a five year rolling programme offering a 30 minute assessment to all people between the ages of 40 and 74 years old who are not already registered with cardiovascular disease.

2. Local context

Southampton City has approximately 240,000 residents, 54,000 of which are eligible for an NHS Health Check. Southampton City Council has been commissioning the service from the City's General Practices since April 2013 and the assessment is currently carried out by a mixture of GPs/physicians, Practice Nurses and Healthcare Assistants.

We use an invitation mechanism that systematically calls and recalls patients based on their quinquennial birthdays. Patients receive brief interventions in their assessment and those at the right stage of behaviour change are referred on to the local Health Trainer service or Quitters service or elsewhere on the care pathway if they meet the correct criteria.

3. Aim of the project

The aim of the project is to add to the established model by providing large scale events offering opportunistic Health Checks between April 2014 and March 2015. These are planned to offer mass NHS Health Checks based in a community location or workplace to target deprived populations, working people and/or BME groups. This will provide a one-stop-shop for CVD Health; it will require high profile marketing targeted at key population groups which in itself would give a higher profile to the programme.

4. Expected project outcomes

The provider is required to deliver high profile events providing opportunistic NHS Health Checks and appropriate follow up targeting deprived communities, working people and/or BME people in Southampton. This will include:

- Identification and agreement of appropriate venues to maximise patients seen.
- Provision of NHS Health Check assessments to national and local guidelines to include Point of Care Testing for cholesterol (see QA considerations below).
- Provision of staff within an appropriate skill mix.
- Organising Health Trainers and Quitters Advisors for follow up after assessment (and IAPT if workplace Health Checks are included).
- Provision of marketing in consultation and agreement with Southampton City Council Communications Specialist.
- Provision of data capture (see Service Specification).
- Generation and safe communication (N3 connection is required) of confidential patient records to General Practices in Southampton City and beyond. This must be compliant with Information Governance Guidelines and to the satisfaction of the commissioner.
- Evaluation and review after each event to include a report for commissioners (including data as specified) and a meeting to discuss if necessary.

Key performance indicators are detailed in Appendix A.

5. Service delivery parameters

- The provider must work in consultation with the commissioner at planning stage, especially when identifying venues.
- The provider must work in consultation with the commissioner and Southampton City Council's Public Health Communication Specialist when advertising the events.
- The provider will work with Health Trainers, Quitters (and IAPT for any workplace elements); any out of hours events may require an overtime premium for this workforce which should be dealt with by the provider and included in the bid.
- The provider should work to locally developed guidance/standards related to this area.
- The commissioner will be notified about any delays to the programme or failure to meet the agreed deadlines.
- The commissioner must be compliant with NHS Information governance guidance for the storage and transfer of data which includes N3 connection.
- The provider must have public and professional liability insurance.

6. Best practice standards

- NHS Health Checks Best Practice Guidance
- Vascular Risk Assessment : Workforce Competencies
These can be found here:
www.publichealth.southampton.gov/healthimprovement/healthchecks/resources.aspx
- Staff must have completed the online training for dementia
<http://www.healthcheck.nhs.uk/increasing-dementia-awareness-training-resource/>
- Draft Quality Assurance Standards for NHS Health Checks
- Point of Care Testing Buyers Guide
These can be found here <http://www.healthcheck.nhs.uk/>
- The provider is expected to follow the appropriate NICE guidance which can be found here:
http://www.healthcheck.nhs.uk/commissioners_and_healthcare_professionals/national_guidance/nice_guidelines/

7. Information governance

The provider is required to carry out self-assessments of their compliance against the IG requirements using the IG toolkit found here <https://www.igt.hscic.gov.uk/about.aspx>

8. Duration

This agreement covers the duration of April 2014 –March 2015 and will not be extended unless unforeseen circumstances prevent the events taking place within this time span.

9. Monitoring arrangements

The Key Performance Indicators (KPI) are detailed in Appendix A. These KPIs will be monitored through regular meetings between the provider and commissioner (Public Health Team) before and after each event.

Interim progress reports after each event and a final evaluation report will be produced by the provider. Additional information may be requested by the commissioner to establish the progress of the project.

Appendix A - Key Performance Indicators

Performance Indicator	Indicator	Threshold	Method of Measurement
Identification of event venues	Appropriate involvement in establishing appropriate venues for workplace and community events.	<ul style="list-style-type: none"> Venues must be discussed immediately after the instruction of the contract. 	Discussions on telephone.
Marketing of events in collaboration with Southampton City Council's Public Health Communication Specialist	Marketing focussed at the target group specified.	<ul style="list-style-type: none"> Marketing must begin at least two weeks before the first event. Media marketing to be completed in collaboration with the commissioners. 	Discussions at Marketing meeting
Providing 300 Full Health Checks overall	Number of full Health Checks completed for the eligible population.	<ul style="list-style-type: none"> Full health check assessment must be completed and each element recorded. Brief intervention on appropriate lifestyle issues to be completed and recorded. Onward referral to a Health Trainer or Quitters advisor as appropriate. Patient data to be delivered to and acknowledged at appropriate general practice within 2 working days of the event – data required to be supplied. 	Post event report and review including a number of indicators to be supplied.
Those who are not eligible for a Full Health Check should be passed to the Health Trainers and Quitters staff present.	Patients outside the age range or those who already have established cardiovascular disease should be offered a discussion with a Health Trainer or Quitters advisor.	<ul style="list-style-type: none"> Clear guidance to be produced for practitioners to establish if people are eligible for a full Health Check. Onward referral to a Health Trainer or Quitters advisor as appropriate. Any patient data gathered to be delivered to and acknowledged at appropriate general practice within 2 working days of the event – data required to be supplied. 	<ul style="list-style-type: none"> Bid and pre event discussions Post event report and review.
Evaluation of project	Project evaluation to include a number of indicators which will be supplied.	<ul style="list-style-type: none"> Full evaluation report produced within 1 month of project completion 	Final report



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