**Template letter from LMCs to CCGs regarding implementation of new contract**

Dear CCG Chair/Chief executive,

**Implementation of changes to the standard hospital contract**

As you are aware [a new standard hospital contract](https://www.england.nhs.uk/wp-content/uploads/2016/11/2-service-conditions-fl.pdf) came into force on 1 April 2017, with new requirements to reduce inappropriate bureaucratic workload shift onto GP practices. These are in addition to the requirements that were highlighted in the [16-17 standard hospital contract](https://www.england.nhs.uk/wp-content/uploads/2016/04/2-nhs-contrct-tech-guid-1617.pdf).

The new 17-19 requirements are outlined below:

* Providers to issue ‘fit notes’ (previously sick notes) to patients under their care, where required.
* Timely production and transmission of clinic letters (where clinically required) following clinic attendance, to GP practices, no later than 10 days (from 1 April 2017) and 7 days (from 1 April 2018).
* A requirement for hospitals to put in place efficient arrangements for handling patient and GP queries promptly and publicise these arrangements to patients and GPs, on websites and appointment / admission letters; and ensure that they respond properly to patient queries themselves, rather than passing them to practices to deal with.
* Providers to supply patients with medication following attendance at OPD for the period established in local practice or protocols, but at least sufficient to meet the patient’s immediate needs up to the point at which the clinic letter reaches the GP.
* Hospitals must only initiate shared care arrangements where the patient’s GP is content to accept the transfer of responsibility.

The LMC is advising practices to feedback breaches to both the provider and to the CCG, so that appropriate action can be taken to ensure delivery against these requirements.

I would be grateful if you would advise the LMC what measures you, as the commissioner, are taking to ensure implementation of the above, and how you plan to action and resolve breaches to these contractual requirements.

Could I additionally suggest adding this as a rolling item to the agenda of each CCG/LMC liaison meeting, with feedback on provider performance against these requirements?

I look forward to your response to ensure these new contract requirements are implemented to cease inappropriate bureaucratic burdens on GPs, at a time when most practices are struggling to cope with unsustainable demands.

Yours faithfully,