

Primary Care Directorate
General Practice Division



Addresses

For Action

Chief Executives NHS Boards
Chief Officers for Health and Social Care Partnerships
GP Practices
NHS National Services Scotland

For information

Scottish General Practitioners Committee
Primary Care Leads NHS Boards

Policy Enquiries to:

Michael Taylor
Primary Medical Services
1 East Rear
St Andrew's House
Edinburgh
EH1 3DG

Tel: 0131-244 5483

Michael.Taylor@gov.scot

16 September 2021

Dear colleague

COVID-19 VACCINATION DIRECTED ENHANCED SERVICE

Summary

1. This Circular provides guidance to NHS Boards and GP Practices on continuing participation in the COVID-19 Vaccination Directed Enhanced Service (DES) whether for first, second, third doses or boosters as required.
2. This circular also gives Directions to Health Boards on behalf of Scottish Ministers detailing the payment arrangements (**Annex A**), which must be made under the DES to participating practices and arrangements for practices not participating in the DES.
3. The DES and the payment arrangements have been agreed with BMA Scottish GP Committee (SGPC). While GPs will participate on a DES basis, SGPC has agreed that GPs will not have “first refusal” of this work and Health Boards should make arrangements that best suit delivery of the COVID-19 Vaccination Programme. Practices continue to have the right to decline to participate in the DES where it is offered to them. Local arrangements should be sufficiently flexible to maximise the numbers of practices that are able to participate.

Background

4. **This circular provides details of the 2021-22 COVID-19 Vaccination Programme.** Contractual arrangements apply from the formal launch of the programme.
5. Scottish Government is cognizant of the need to build a sustainable vaccination workforce to support the continued delivery of Covid-19 vaccination activity. That workforce will be primarily employed and deployed by territorial Health Boards, meaning GP practices will not be the default delivery channel for COVID-19 Vaccination. That said, Scottish

Government recognises that if required by Health Boards, GP practices may continue to play a role dependant on the characteristics and needs of the communities they serve.

6. GP practices are asked to support the programme by providing vaccinations by agreement, providing and updated data and making their refrigeration facilities available for vaccine storage. The arrangements below apply where GP practices deliver vaccinations directly and where practices provide and update data. GP partners and staff may also be asked to undertake vaccination sessions by their Health Boards: arrangements for these will be made separately. These arrangements will be set locally and rates will need to be sensitive to local circumstances and local arrangements for the delivery of the programme. Any sessional work is also required to only be undertaken where there is no impact to core GP services.

Practice Vaccinations

7. Health Boards should determine the level of support required for Covid-19 vaccinations from their GP practices by reference to their local needs, consulting their Local Medical Committees (LMCs) and GP Sub-committees as appropriate. Health Boards should then reach agreement with participating practices regarding contribution from practices, including, if required, agreement of specific cohorts of patients to be targeted by practices.

Timing

8. Contractors are required to deliver vaccinations in timescales to be agreed with their Health Boards. Practices are asked to prioritise early vaccination to maximise the timely immuno-protection of eligible individuals.
9. Unless agreed otherwise by their Health Board, GP practices will be responsible for making patient appointments for those vaccinations practices will deliver.

Reporting arrangements

10. Apart from monitoring uptake for payment purposes, it is important to provide timely data in the interest of patient safety, particularly in situations where vaccinations will be offered in more than one setting. Health Boards will require all necessary data from practices to support the delivery of the programme. In addition practices need to enter the vaccination data timeously in to the patient electronic record and assist in monitoring uptake. The **Vaccination Management Tool** is the preferred means of doing so but GP practices can, by agreement with their health boards, use GP clinical systems as long as it is confirmed to then be visible to the National Clinical Data Store as the agreed **single source of truth** for flu and COVID vaccinations. This includes all vaccination data whether delivered in the practices or through alternative NHS Board organised clinics.
11. Health Boards and contractors are reminded of their need to comply with data protection requirements at all times.

Facilities

12. Health Boards might need to make infrequent use of the pharmaceutical refrigerators, designed for the purpose of storing vaccines or medicines, maintained by GP practices to support the COVID-19 Vaccination programme. Health Boards should provide as much advance notice as they can of their intention to use a GP practice's refrigeration facilities.

Claims for Payments

13. Practitioner Services Division will provide separate guidance regarding claims including claim forms.
14. Any necessary variation for local circumstances, outwith the arrangements under the national programme, should be agreed between NHS Boards and local LMCs.

Action

15. NHS Boards are requested to action this guidance and ensure that their primary medical services contractors are aware of it.

Enquiries

16. In the instance of any enquiries on this circular please contact Michael Taylor.

Yours sincerely

A handwritten signature in dark ink, reading 'Naureen' followed by a stylized circular flourish.

Naureen Ahmad

Deputy Director and Head of General Practice Division

Payment Arrangements – Directions to Health Boards

The Scottish Ministers give the following Directions to Health Boards.

1. Contractors who have entered into an arrangement with a Health Board as part of that Health Board's COVID-19 Vaccination Programme will be reimbursed in accordance with the paragraph below.
2. Payments applicable to GP contractors are set out below.
 - a flat rate of £12.58 will be paid per dose. It is not necessary for a practice to provide all doses of a course to patients to receive payment.
3. All contractors whether or not they have entered into an agreement with a Health Board as part of that Health Board's COVID-19 Vaccination Programme will be paid £40 for every hundred patient records **updated by the practice for vaccinations not carried out by the practice**. This should be rounded to the nearest hundred patient records.
4. This payment is intended for patient records that are **manually** updated by GP practices. It should not ordinarily include patient records which are updated by automatic download although GP practices should claim for any automatically downloaded updates which require **correction**.

Payment Verification

5. Prior to issuing payments in accordance with the above, Health Boards must require contractors who have entered into an arrangement with a Health Board's COVID-19 Vaccination Programme in terms of the DES Directions 2018 as amended to sign a declaration to confirm that they are meeting the requirements of the DES Directions 2018.