**Glasgow Local Medical Committee**

**Information for GP Practices on-**

1. **SFE Changes**
2. **Additional Funding Guidance**
3. **Changes to the Statement of Financial Entitlement for 2020**

On 28 April 2020, the Scottish Government published the [2020 Coronavirus Outbreak Statement of Financial Entitlement for GMS practices](https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=1&ved=2ahUKEwj8n6bRt6HpAhVKURUIHdDDALEQFjAAegQIAxAB&url=https%3A%2F%2Fwww.sehd.scot.nhs.uk%2Fpublications%2FGMS_Statement_of_Financial_Entitlements_2020-21.pdf&usg=AOvVaw3nuIw0oDt9DZy9XcKDwtuu).

To assist GPs and practice managers, we have collated the main updates to this year’s SFE. Where we have made no comment, the SFE rules remain the same as last year.

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| **Section** |  |
| **4.1** | The Minimum Earnings Expectation WTE amount has been increased to £72,100 (£87,169 including superannuation). It was previously £70,000 (£84,630 incl superann).  See Tables 2 and 3 (page 18, 19) for breakdown of sessional commitment |
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| **7.3**  **7.6** | Payments for covering sickness leave starts from day 1 of sickness.  It was previously payable only after 2 weeks of absence. |
| **7.5** | The maximum payable for locum cover or cover provides is £3,468.36 per week or the actual costs incurred.  It was previously £1,734.18 per week. |
| **7.7** | The claim and payment arrangements have been simplified. Practice are to submit claims for cost actually incurred by the 10th of the following month. |
| **7.8** | Practices are to notify the Board to the engagement of the locum or GP performer services. There is no requirement to reach agreement with the Board. |
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| **13.2** | GP retainer may work for more than 4 sessions per week without leaving the scheme. The scheme still pays £76.92 per session up to maximum of 4 sessions per week. |
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| **14.12** | Dispensing monthly payment is now 100% of the sum due. This was previously 80%. |
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| **21.1**  **21.2** | For remaining open during public holidays in April and May, practices will receive 0.8% of their share of GS and IEG in April and May. Total of 1.6% combined. |
| **21.3** | Practices who covered closed practices during the PHs (through buddying or reciprocal arrangements) will receive the additional payment that was due to the closed practice |
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| **22.1** | All practices will receive advance funding to meet the likely demand of the pandemic. |
| **22.2** | £15m (***should be £20m adding in May PHs***) fund allocated on share of GS & IEG. Minimum amount will be £4,000 |
| **22.3** | Funding is an advance for claims under the SFE for pandemic expenses such as sickness cover and other costs |
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| **23.1** | Health Boards will meet in full any appropriately evidenced and necessary additional costs incurred |
| **23.2** | Condition is that practices must fully participate in the Covid-19 response as per [PCA(M)2020)02](https://www.glasgowlmc.co.uk/download/Links/test/17_april/PCAM202002-COVID-19.pdf) |
| **23.3** | Practices requiring reimbursement of this are to provide the Board access to their accounts for audit purposes |
| **23.4**  **23.5** | Details additional Covid-19 expenses to be recorded in these categories and reported retrospectively-  a) Staff costs:  (1) Non-clinical;  (2) Clinical:  (a) salaried;  (b) sessional;  b) GP partner or employee sick leave cover in excess of the extant SFE limit between 3 March 2020 and 1 April 2020.  c) Equipment, including telephony;  d) GP partner costs; |
| **23.6** | 23.6. The information included in expenditure reports must include as a minimum:   * The date the expenditure was incurred; * The value of the expenditure, excluding any VAT that is recoverable by the GMS Contractor; * The VAT amount, if not recoverable by the GMS Contractor; * A description of the expenditure, including durations and quantities, if applicable; * The reasons why the costs are additional to business-as-usual expenditure and are appropriate; * Confirmation that the costs are not recoverable by other means. |
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| 24 | Section on Funding Stability agreeing that no practice should suffer financial loss or detriment as a result of responding to Covid-19. Additional work incurred and additional expenses should be funded. Includes dispensing.  Contractual payments not to be stopped or reduced with suspension of services. |
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| 25 | Payment for practices taking on cover for practices unable to provide service- £93.25 per capita for full year. Table 10 (page 69) gives examples of payments. |
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1. **Additional Funding Guidance**

This Scottish Government letter sets out further guidance on the use of, and the accounting for the Additional Expenses Funding arising for the pandemic-

[PCA(M)(2020)06 GP Practices- Additional Funding – Covid-19](https://www.glasgowlmc.co.uk/download/Links/test/1_may/PCAM202006-GP-Practices-%25E2%2580%2593-Additional-Funding-%25E2%2580%2593-COVID-19.pdf)

Along with the letter are 2 Reimbursement Forms-

* [General Practice Additional Costs related to COVID19 Reimbursement form](https://www.glasgowlmc.co.uk/download/Links/test/1_may/General-Practice-Additional-Costs-related-to-COVID19-Reimbursement-form.docx)
* [General Practice Additional Costs related to COVID19 Reimbursement total costs form](https://www.glasgowlmc.co.uk/download/Links/test/1_may/General-Practice-Additional-Costs-related-to-COVID19-Reimbursement-total-costs-form.docx)

**Points to note-**

* No GP practice should be left out of pocket as a result of responding to the pandemic and that additional work incurred and reasonable additional expenses should be funded.
* Pre-approval for Covid-19 related GP partner and staff expenses is waived at least until 30 June 2020.
* Pre-approval of non-staff expenses of less than £500 per single item is waived. Non-staff expenses greater than £500 will require Board approval.
* Record all expenses incurred **from 3 March to 30 June**.
* Public holiday expenses do not need to be documented as these are funded from the 1.6% Global Sum +IEG funding.
* Submit these expenses on the attached forms to the Board by **3 July 2020**.
* Additional expenditure not already funded will be reimbursed to practices in July / August.
* If practices do not provide evidence that they have spent the advance funding by the end of **March 2021**, there will be a reconciliation of the balance.

The guidance is informative so please take time to read PCA(M)(2020)06 so that you understand GP Partner & Staff Costs funding and acceptable Additional Expenses costs.

**Glasgow Local Medical Committee**

**7 May 2020**