



GP with Extended Role accreditation Policy (previously known as GPwSI)

CPRCCG HR22

Version:	1.0
Ratified by:	CP&R CCG Governing Body
Date ratified:	September 2017
Name of Director Sponsor:	Chief Nurse
Name of originator/author:	Deputy Chief Nurse
Name of responsible committee/individual:	Policy Assurance Group
Date issued:	September 2017
Review date:	September 2019
Target audience:	CCG Staff and member practices

Contents

1.0. Introduction	3
2.0. Aim of the Policy	3
4.0. The accreditation of services and individuals	4
5.0. The accreditation process.....	4
6.0. The accreditors.....	5
7.0. Specialist frameworks	5
8.0. Version Control	6
9.0. Stakeholder Involvement.....	6
APPENDIX 1 – Generic service and individual accreditation issues.....	7
Appendix 2 – GpwSI Reaccreditation Checklist 2016-2017	8
APPENDIX 3 – A step-by-step guide to the accreditation of GPwER.....	9
APPENDIX 4 – Competencies of accreditors	10
REFERENCES	11

1.0. Introduction

- 1.1. This policy sets out Castle Point and Rochford Clinical Commissioning Group (CCG) local arrangements for the accreditation of GP with Extended Roles (GPwER).
- 1.2. In February 2015 the Royal College of General Practitioners (RCGP) agreed the term GP with an Extended Role (GPwER). Their definition includes those previously referred to as GPwSI.
- 1.3. Until the end of March 2013, Primary Care Trusts were responsible for the accreditation and re-accreditation of GPwSI in England using [Department of Health 2007 guidance: Implementing care closer to home convenient quality care for patients. Part 3: The Accreditation of GPs and Pharmacists with Special Interests.](#)
- 1.4. The RCGPs is working with NHS England to develop a new process for the accreditation of GPwER; discussions are being informed by the findings of a pilot the College undertook to evaluate processes of GPs with extended scopes of practice in dermatology. In the meantime the RCGP has advised all GPs to follow the generic 2007 guidance (link to document above in section 1.3) and any specialist framework that is available.
- 1.5. Between 2007 and 2013 the RCGP accredited a number of frameworks which set out the competencies, educational attainment and service provision considered important for the commissioning of a GPwER. The exact requirements will be determined by the commissioning body, drawing on the framework and taking into account the needs of the locality.

2.0. Aim of the Policy

- 2.1. The aim of this policy is to provide a step-by-step guide to the processes that need to be followed to deliver effective accreditation of GPwER.

3.0. Scope and Definitions

- 3.1. Castle Point & Rochford CCG has full delegation for co-commissioning primary care services and consequently is responsible for managing local arrangements for the accreditation of GPwER, in conjunction with NHS England.
- 3.2. GPwER supplement their core generalist role by delivering an additional high quality service to meet the needs of patients. Working principally in the community, they deliver a clinical service beyond the scope of their core professional role or may undertake advanced interventions not normally undertaken by their peers. They will have demonstrated appropriate skills and competencies to deliver those services without direct supervision.
- 3.3. The function of accreditation is to ensure 'fitness for purpose' through accreditation of both the services themselves, and individual GPwERs working

within them.

4.0. The accreditation of services and individuals

- 4.1. The process of accrediting an individual should assure patients and commissioners that they operate within a coherent and quality-assured clinical pathway and that they maintain the highest possible standards of clinical governance. The role of a GPwER is not a generic one in the way that the role of a primary care GP or a hospital consultant is. GPwERs are appointed to deliver a particular clinical service within a defined integrated care pathway, and clarity about the nature of that service is an essential precondition for successful accreditation. The ongoing competence of the individual practitioner will need to be regularly reassessed to ensure that the high standards they have demonstrated at initial accreditation are sustained, and to incorporate ongoing developments in their particular clinical field. As a minimum this should be every three years.
- 4.2. Advice about meeting such ongoing professional development needs can usually be found in the relevant specialty-specific guidance. Independent GPwER services are safe and effective only if they are delivered within a working environment that is properly resourced and properly clinically governed. Accreditation of services is thus just as important as accreditation of the individual and, in many circumstances; individual GPwERs may only be recruited to work in services that have already been accredited.
- 4.3. The key generic issues to be considered during the accreditation process are summarised in Appendix 1.

5.0. The accreditation process

- 5.1.1. Interim GPwER accreditation arrangements in England [are described here](#)¹ and a [checklist template](#) (see Appendix 2) to support the re-accreditation of GPwERs is also available from the RCGP. See Appendix 3 for a step-by-step guide to the accreditation of GPwER. The first action is for the commissioners and accreditors to develop the service specification for the service which the individual GPwER will work, in line with national guidelines for commissioning of more specialized services in community settings.
 - Step 1: Invite applications from individuals who wish to be accredited
 - Step 2: Verify the skills and competencies of individual GPwER and reach a decision about individual accreditation
 - Step 3: Optional service visit to validate the quality of the provision and the role of the individual GPwER
 - Step 4: Re-accreditation of the individual GPwER and the service in which they work (at least every three years)

¹ <http://www.rcgp.org.uk/-/media/files/CIRC/GPwSI/RCGP-GPSI-FAQ-February-2017.ashx?la=en>

5.1.2. At steps 3 and 4 the commissioner will need to carry out regular checks to establish:

- Does the commissioner still wish to deliver the service in this way?
- Is the individual's accreditation still current?
- Are the service specifications still being met?

Full guidance: [Implementing care closer to home: Convenient quality care for patients - Part 3: The accreditation of GPs and Pharmacists with Special Interests](#)²

6.0. The accreditors

6.1.1. Responsibility for making most of the key judgments described in this guidance rests with a small group of accreditors. As a minimum the group should include:

- a senior commissioner;
- a senior professional representative from the Local Medical Committee (LMC) or a GP from the local faculty of the Royal College of General Practitioners (RCGP)
- a senior clinician, ideally the local lead clinician from within the relevant specialty.

6.2. See Appendix 4 for accreditor competencies.

7.0. Specialist frameworks

7.1. Between 2007 and 2013 the RCGP accredited a number of frameworks which set out the competences, educational attainment, and service provision considered important for the commissioning of a GPwER. The exact requirements will be determined by the commissioning body, drawing on the framework and taking into account the needs of the locality. This [link](#)³ leads to a range of frameworks created for both GPs and pharmacists with a special interest (collectively known as Practitioners with a Special Interest or PwSI).

² https://www.pcc-cic.org.uk/sites/default/files/articles/attachments/improved_quality_of_care_p3_accreditation.pdf

³ <http://www.rcgp.org.uk/clinical-and-research/clinical-resources/gp-with-a-special-interest-gpws-i-accreditation.aspx>

8.0 Version Control

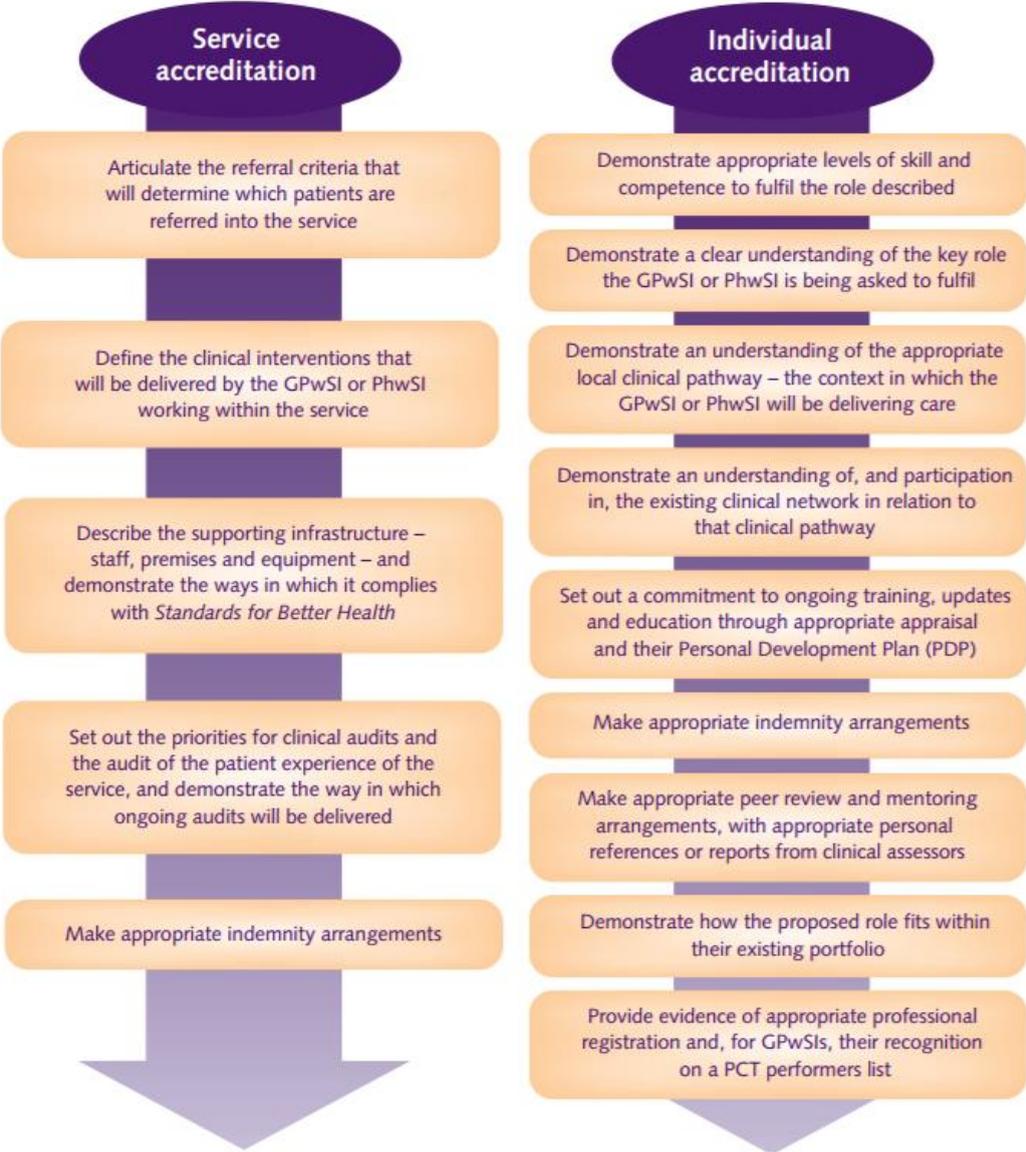
Version	Date issue/review	Author Name and title	Comment
1	September 2017	Chief Nurse	

9.0 Stakeholder Involvement

Name	Designation
Royal College of General Practitioners (RCGP)	
NHS England	

APPENDIX 1 – Generic service and individual accreditation issues

(Taken from [Implementing care closer to home: Convenient quality care for patients - Part 3: The accreditation of GPs and Pharmacists with Special Interests](#))



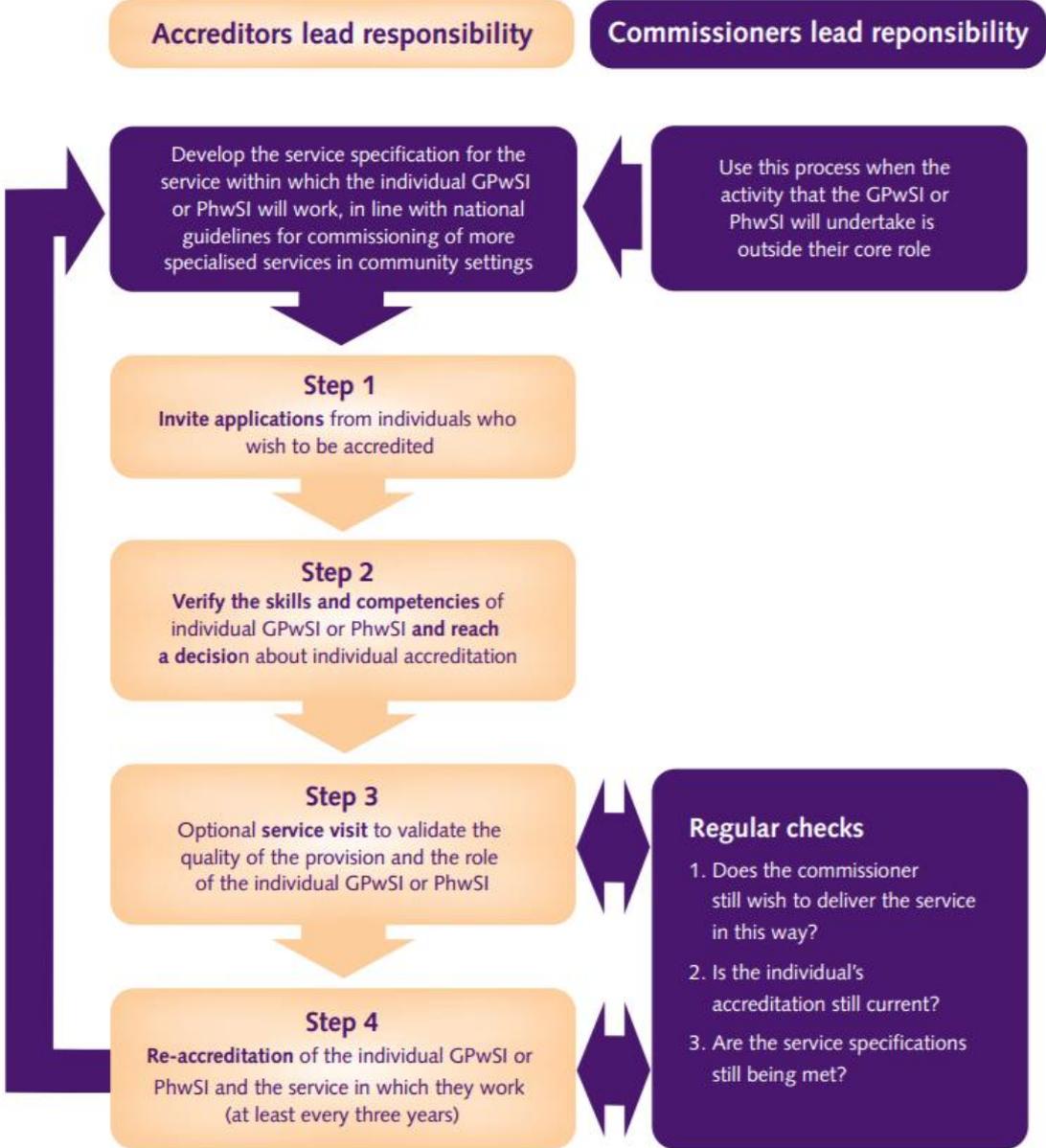
Appendix 2 – GpwSI Reaccreditation Checklist 2016-2017

1	Name of Applicant :	
2	Service :	
3	Service Commissioner:	
4	New Application :	
5	Expiry of current accreditation :	
INFORMATION BELOW TO BE PROVIDED BY THE COMMISSIONING SERVICE		
6	Detailed description of Service attached	
7	Location of Services schedule attached	
8	Current premises risk assessment attached	
9	Current Health and Safety assessment attached	
10	Current Control of Infection assessment attached	
11	Copy of Consent Policy attached	
12	Copy of Complaints Policy attached	
13	Referral Pathway attached (see DH guidance notes)	
14	Integrated service pathway attached (see DH guidance)	
15	Collaboration scheme attached (see DH guidance)	
INFORMATION BELOW TO BE PROVIDED BY THE GP		
16	Copy of professional registration attached	
17	Copy of professional indemnity attached (acknowledging GPwSI role)	
18	Evidence of training relevant to core role attached	
19	Evidence of training relevant to GPwSI role attached	
20	Evidence of peer support for GPwSI role	
21	Evidence of appraisal and training plan as GP (form 4)	
22	Evidence of appraisal and training plan as GPwSI	
23	Audit plan or audit attached	
24	Reference/clinical support proforma attached from practice colleague	
25	Reference/clinical support proforma attached from mentor	
26	Copy of current resus certificate (18 months)	
27	Copy of current child protection certificate attached (if treating children) 3 years	
28	Copy of current chaperone certificate attached (if appropriate) 3 years	
29	Copy of current infection control certificate (if appropriate) 3 years	
30	Copy of current equality and diversity training certificate (3 years)	
31	Copy of immunisation certificate (if appropriate)	

Please ensure you **ONLY** send the information we have asked for above.

APPENDIX 3 – A step-by-step guide to the accreditation of GPwER

(this includes Pharmacists with a special interest, which is not covered by this policy).
 (Taken from [Implementing care closer to home: Convenient quality care for patients - Part 3: The accreditation of GPs and Pharmacists with Special Interests](#))



APPENDIX 4 – Competencies of accreditors

(Taken from [Implementing care closer to home: Convenient quality care for patients - Part 3: The accreditation of GPs and Pharmacists with Special Interests](#))

Competencies of accreditors

- ➡ An awareness of the requirements of the relevant speciality-specific guidance where they exist
- ➡ Have credibility with a wide range of stakeholders, professional groups and the public at large
- ➡ Develop effective processes to gather the right information
- ➡ Establish relationships with key stakeholders demonstrated through the membership of the panel
- ➡ Demonstrate an understanding of the principles of clinical governance
- ➡ Demonstrate an understanding of relevant professional guidance and codes of conduct
- ➡ Demonstrate an understanding of the core competencies of the individual professional applying for accreditation
- ➡ Develop a process which enables others from the relevant clinical pathway to inform decision-making
- ➡ Develop a process which is responsive to the needs of applicants, and which is:
 1. Supportive and developmental, taking into account of the need to identify clearly how applicants can strengthen their submissions for accreditation
 2. Summative, articulating clearly when and why particular applications are successful and others fall short of what is required
- ➡ Develop a process for ongoing re-accreditation which will enable those who have already been accredited to continue to develop and improve the quality of the service they provided
- ➡ A focus upon and experience in education, training and assessment of clinicians

REFERENCES

- Royal College of General Practitioners, GP with a Special Interest (GPwSI) accreditation guidance, available online: <http://www.rcgp.org.uk/clinical-and-research/clinical-resources/gp-with-a-special-interest-gpws-i-accreditation.aspx>
- Department of Health (2007) Implementing care closer to home: Convenient quality care for patients - Part 3: The accreditation of GPs and Pharmacists with Special Interests, available online: https://www.pcc-cic.org.uk/sites/default/files/articles/attachments/improved_quality_of_care_p3_accreditation.pdf