21 January 2019

Re: Request for information under the Freedom of Information Act 2000

Thank you for your email, dated 10 January 2019, making a request under the Freedom of Information Act 2000 for access to information which may be held by NHS Greater Preston Clinical Commissioning Group (CCG).

Please find detailed below NHS Greater Preston CCG’s response to your request, which is formatted as follows:

1. Details of NHS Greater Preston CCG’s decision in regard to the information requested.
2. A schedule of all the records covered by your request.
3. A statement concerning copyright and re-use of public sector information.
4. Details of how you can appeal this decision should you wish to do so.

This letter addresses each of these parts in turn:

1. Decision

   I can confirm that NHS Greater Preston CCG holds the information requested.

2. Schedule of records/FOI response

   **Request:** If Continuing Healthcare assessments are carried out by CCG employees or outsourced? If they are outsourced please can you tell me which company carries them out.

   **Response:** The CCG commissions NHS Midlands and Lancashire Commissioning Support Unit to undertake its continuing healthcare (CHC) assessments.

   **Request:** What criteria the CCG, or outsourced company, uses to determine whether a person is eligible for CHC funding. Please provide any checklist or similar documents that are used to make the assessment

   **Response:** All CHC decisions are made in line with the NHS National Framework using the prescribed documents. Details of the framework can be found at:

Request: how many retrospective CHC claims have been received by the CCG over the past 5 years and how many were successful in their application for funding

Response: 10 retrospective review (RRV) requests have been received in the past five years. None of these have been successful, however, it should be noted that the majority of these requests are still being processed and, therefore, no outcome has yet been determined.

Request: what criteria is used to make a decision on CHC claims that are retrospective. Please provide any checklist or similar documents used

Response: The process follows the NHS National Framework pertaining to the year of the RRV. The patients are assessed using the same checklist as used in CHC assessments and, if positive, a decision screening tool is completed. The only difference is that the patient's clinical needs are assessed using information from past records as opposed to reviewing the patient on the day. These clinical needs are recorded in a needs portrayal document (see attached).

3. Copy and reuse of public sector information provided in FOI response

Most of the information provided by NHS Greater Preston CCG in response to Freedom of Information Act 2000 requests will be subject to copyright protection. In the majority of cases the information will be owned by NHS Greater Preston CCG. The copyright for other information may be owned by another person or organisation, as indicated in the information itself: in this case you must apply to the copyright owner to obtain their permission.

You are free to use any information supplied for your own use, including for non-commercial research purposes. It may also be used for the purposes of news reporting. However, any other type of re-use, for example, by publishing the information or issuing copies to the public will require the permission of the copyright owner.

4. Right of appeal to FOI response

If you are dissatisfied with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you are entitled to complain in the following way:

Initially you should complain in writing to the freedom of information officer, either by email on gpccg.foi@nhs.net or post to Chorley House, Lancashire Business Park, Leyland, PR26 6TT, specifying why you feel you have been wrongly denied access to the information requested. The freedom of information officer will ensure your complaint is
investigated under NHS Greater Preston CCG’s internal processes and provide you with a written response within 20 working days.

If you are not content with the outcome of your complaint, you may apply directly to the Information Commissioner’s Office (ICO) for a decision. Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by NHS Greater Preston CCG.

Yours sincerely

Helen Curtis
FOI Lead
Head of Quality and Performance