

Surrey Clinical Commissioning Group's Individual Funding Requests (IFR) Service

BI-ANNUAL REPORT 2019/20 (covering April - September 2019)

**The IFR service is hosted by Surrey Downs CCG on behalf
of;**

**East Surrey, Guildford & Waverley, North West Surrey,
Surrey Downs and Surrey Heath CCG's**

Introduction

Surrey Downs Clinical Commissioning Group (CCG) hosts the IFR service on behalf of East Surrey, Guildford & Waverley, North West Surrey, Surrey Downs and Surrey Heath CCG's.

There may be individual cases where a patient's needs cannot be met through existing contracts and commissioning arrangements, but their consultant considers that their patient has a need for an un-commissioned treatment and wishes to request funding on their patient's behalf. When these requests occur, CCG's must have a robust and transparent system in place to assess and determine whether the request should be funded, demonstrating a rational decision making process for an individual patient.

The IFR applications for procedures and treatments are submitted through an online database called Blueteq, which are checked for completeness by the IFR admin team. Applications are screened on a weekly basis by the IFR screening group which consists of a minimum of 2 clinicians.

Where cases are deemed to be eligible for consideration by the IFR Panel, they are submitted to the next available Panel meeting; Panel meetings are held on the fourth Wednesday of every month and are attended by clinical representation from each of the 5 Surrey CCG's as well as a pharmacist, a member of Public Health and a Lay Member. The IFR Panel will decide whether to approve or decline funding (or defer their decision in order to request further information from the applicant). Once a Panel decision has been made, the IFR admin team will send an outcome letter to the applicant with the IFR Panel's decision. If the applicant, or their patient, wishes for a review of the outcome to be carried out following a declined decision, the applicant can send an request in writing to the IFR admin team which must be received within one month of the date of the IFR Panel decision letter.

Foreword from IFR Clinical Lead

This report demonstrates the scope of the IFR applications which have been received by the Individual Funding Requests (IFR) Team over the last 6 months. All data within this report relates to all 5 CCG's within Surrey; East Surrey, Guildford & Waverley, North West Surrey, Surrey Downs and Surrey Heath.

The IFR Team continue to hold a joint weekly screening meeting between themselves and the Pharmaceutical Commissioning Team, to screen cases for eligibility for consideration by the IFR Panel. The process ensures that cases are always screened by a minimum of 2 clinicians to ensure a fair and transparent process.

The IFR and the Pharmaceutical Commissioning Team's continue to monitor requests and flag up potential commissioning gaps in a timely manner to the commissioners.

NB: Although the IFR Team manage the process for both interventions and drugs, this report covers intervention applications only; a separate report is written for any drug IFR's.

The IFR Policy and Operating Process is in the process of being updated and has been reviewed by a solicitor to ensure that our processes are aligned with IFR processes nationally and that the process is fair, equitable and aligned to our ethical framework.

Gill Edelman left her role as IFR Panel Chair in September 2019. Until a new Chair is appointed, Dr Liz Saunders, Consultant in Public Health, has stepped into the role with her knowledge of the IFR process and clinical background.

Dr Phi Vo
IFR Clinical Lead

Surrey CCG's population sizes

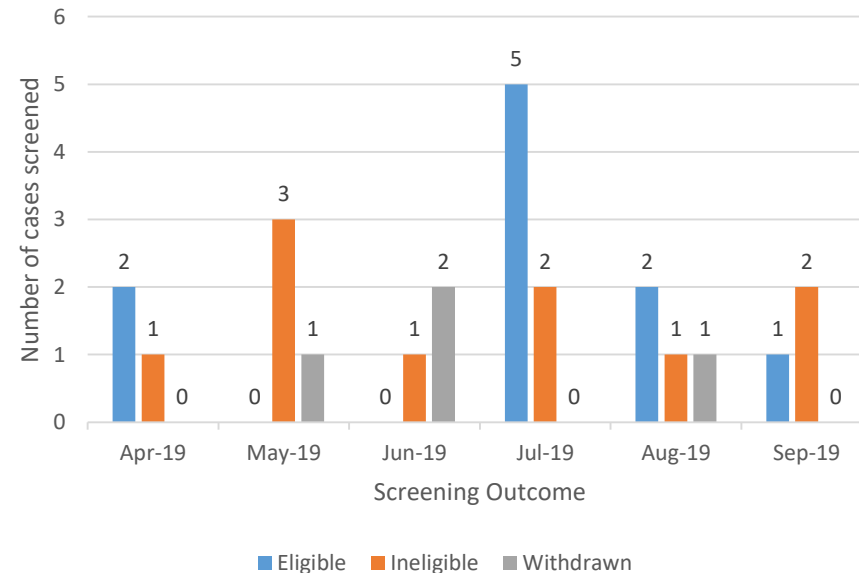
These figures are taken from each individual CCG's Annual Report for 2018/19

| | |
|------------------------|---------|
| East Surrey | 185,000 |
| Guildford and Waverley | 225,000 |
| North West Surrey | 370,000 |
| Surrey Downs | 305,000 |
| Surrey Heath | 96,474* |

* This figure is taken from Surrey-i and shows the population estimate for Surrey Heath CCG as of Mid-2018

IFR applications screened; Months 1-6 (2019/20)

| Month | Number of IFR's screened | Eligible | Ineligible | Withdrawn |
|--------|--------------------------|----------|------------|-----------|
| Apr-19 | 3 | 2 | 1 | 0 |
| May-19 | 4 | 0 | 3 | 1 |
| Jun-19 | 3 | 0 | 1 | 2 |
| Jul-19 | 7 | 5 | 2 | 0 |
| Aug-19 | 4 | 2 | 1 | 1 |
| Sep-19 | 3 | 1 | 2 | 0 |



IFR applications are screened for eligibility for consideration by the IFR Screening Group which consists of a minimum of 2 clinicians. Where applications have been withdrawn, they are considered to be incomplete and the requesting clinician is advised that they can resubmit at any time.

IFR's received by provider; Months 1-6 (2019/20)

| Procedure | Activity |
|--|-----------|
| Royal Surrey County Hospital NHS Trust | 8 |
| Frimley Park Hospital NHS Foundation Trust | 8 |
| Epsom & St Helier NHS Trust | 8 |
| Ashford & St Peter's Hospitals NHS Trust | 7 |
| St George's Healthcare NHS Trust | 4 |
| Mayday Healthcare NHS Trust | 2 |
| Kingston Hospital NHS Trust | 2 |
| Royal Brompton & Harefield NHS Trust | 2 |
| Other Surrey providers * | 6 |
| Other London providers * | 5 |
| Other providers * | 5 |
| Grand Total | 57 |

* Indicates where providers have been grouped together by area when only 1 application has been submitted

IFR's received by procedure; Months 1-6 (2019/20)

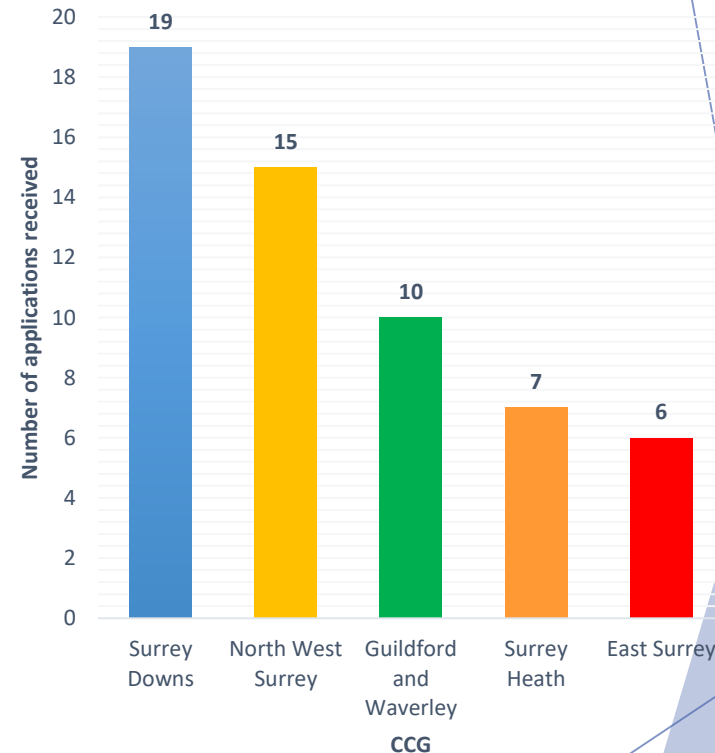
| Procedure | Activity |
|--|-----------------|
| Rehabilitation programme for brain injury | 2 |
| Knee - General | 2 |
| Apronectomy | 2 |
| Pinnaplasty - Bilateral | 2 |
| Breast reduction | 2 |
| Tonsillectomy | 3 |
| Assessment | 2 |
| Radiofrequency facet joint denervation (RFD) | 4 |
| Open MRI Scan | 2 |
| CPAP Machine | 2 |
| Other procedures * | 34 |
| Grand Total | 57 |

* Indicates procedures where only 1 application has been submitted

IFR's received, by CCG; Months 1-6 (2019/20)

| CCG | Activity |
|------------------------|-----------|
| Surrey Downs | 19 |
| North West Surrey | 15 |
| Guildford and Waverley | 10 |
| Surrey Heath | 7 |
| East Surrey | 6 |
| Grand Total | 57 |

Overall, Surrey Downs CCG received the highest number of applications during the first 6 months of the year; this could potentially be due to the fact that the IFR service is hosted by Surrey Downs CCG and therefore the process is more widely understood within that area amongst providers. Guildford & Waverley, North West Surrey and Surrey Downs CCG's all have a Referral Support Service (RSS) which triages referrals and filters out any that would require an IFR application.



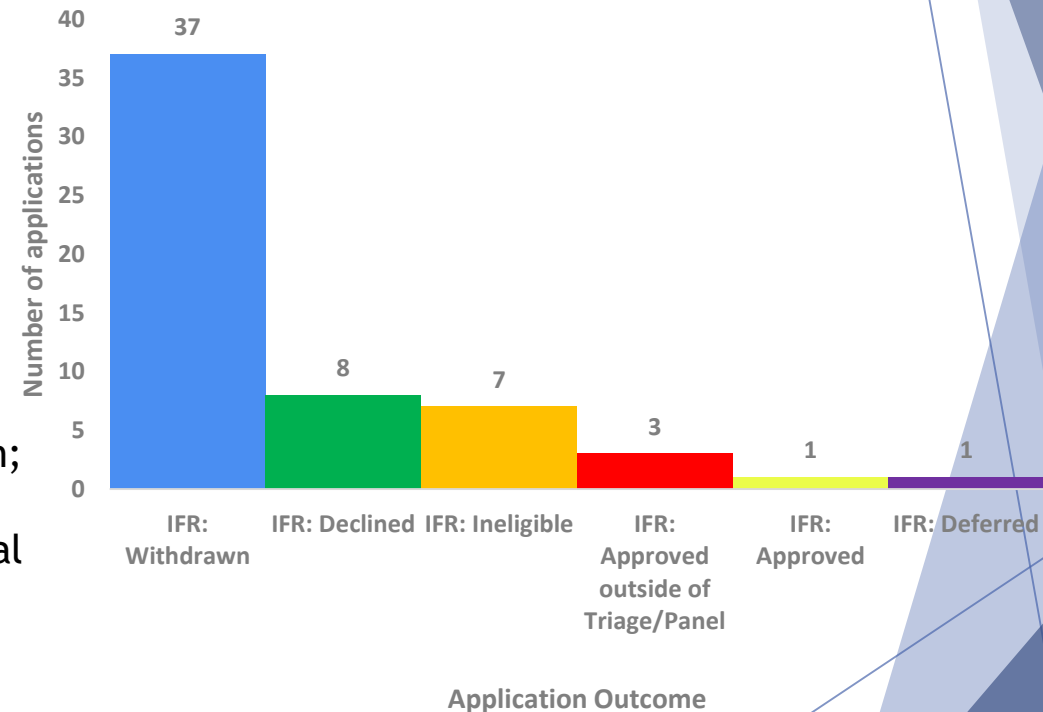
IFR application outcomes; Months 1-6 (2019/20)

| Status | Activity |
|---------------------------------------|-----------|
| IFR: Withdrawn | 37 |
| IFR: Declined | 8 |
| IFR: Ineligible | 7 |
| IFR: Approved outside of Triage/Panel | 3 |
| IFR: Approved | 1 |
| IFR: Deferred | 1 |
| Grand Total | 57 |

Most IFR applications that are received are withdrawn; the common themes being:

- There is a policy in place therefore a Prior Approval is required rather than an IFR
- Insufficient clinical detail has been provided

The majority of those that are considered by the IFR Panel are declined due to the Panel members agreeing that the patients clinical presentation is not clinically exceptional.



IFR application outcomes by CCG; Months 1-6 (2019/20)

| CCG | IFR Outcome | Activity | Anticipated Cost |
|--------------------------|---------------------------------------|-----------|--------------------|
| Surrey Downs | | 19 | £103,871.00 |
| | IFR: Withdrawn | 13 | £55,118.00 |
| | IFR: Ineligible | 2 | £36,800.00 |
| | IFR: Approved outside of Triage/Panel | 2 | £10,651.00 |
| | IFR: Approved | 1 | £651.00 |
| | IFR: Declined | 1 | £651.00 |
| North West Surrey | | 15 | £188,904.75 |
| | IFR: Withdrawn | 10 | £177,393.55 |
| | IFR: Ineligible | 2 | £3,344.20 |
| | IFR: Declined | 2 | £6,917.00 |
| | IFR: Deferred | 1 | £1,250.00 |

| CCG | IFR Outcome | Activity | Anticipated Cost |
|-------------------------------|---------------------------------------|-----------|--------------------|
| Guildford and Waverley | | 10 | £34,033.00 |
| | IFR: Withdrawn | 5 | £14,312.00 |
| | IFR: Declined | 4 | £16,593.00 |
| | IFR: Approved outside of Triage/Panel | 1 | £3,128.00 |
| Surrey Heath | | 7 | £18,231.00 |
| | IFR: Withdrawn | 3 | £6,160.00 |
| | IFR: Ineligible | 3 | £7,967.00 |
| | IFR: Declined | 1 | £4,104.00 |
| East Surrey | | 6 | £6,097.00 |
| | IFR: Withdrawn | 6 | £6,097.00 |
| Grand Total | | 57 | £351,136.75 |

IFR Panel GP Attendance Log; Months 1-6 (2019/20)

| GP Name | Organisation | Apr | May | Jun | Jul | Aug | Sep |
|----------------------|--------------------------|-----|-----|-----|-----|-----|-----|
| Dr Joe McGilligan | East Surrey CCG | | ☑ | | X | X | 📞 |
| Dr Pramit Patel | East Surrey CCG | ☑ | | ☑ | | | |
| Dr David Eyre-Brook | Guildford & Waverley CCG | ☑ | ☑ | ☑ | | 📞 | 📞 |
| Dr Peter O'Donnell | Guildford & Waverley CCG | | | | ☑ | ☑ | |
| Dr Sarah Dunkley | North West Surrey CCG | ☑ | ☑ | ☑ | | | |
| Dr Philippa Woodward | North West Surrey CCG | | | | ☑ | ☑ | 📞 |
| Dr Andree Battinson | Surrey Downs CCG | ☑ | ☑ | ☑ | | | |
| Dr Ruchika Gupta | Surrey Downs CCG | ✓ | ✓ | ✓ | ☑ | ☑ | ☑ |
| Dr Phi Vo | Surrey Downs CCG | | | | | ☹ | ☹ |
| Dr Rachel Darroch | Surrey Heath CCG | | | | ☑ | | X |
| Dr John Fraser | Surrey Heath CCG | ☑ | ☑ | X | | ☑ | X |

| Key | |
|--|----|
| In attendance, voting member | ☑ |
| In attendance, non-voting member | ✓ |
| In attendance, teleconferencing, voting member | 📞 |
| Observed | ☹ |
| Apologies | X |
| Absent | XX |

IFR Panel Non-GP Attendance Log; Months 1-6 (2019/20)

| Names | Organisation | Apr | May | Jun | Jul | Aug | Sep |
|-------------------------------|---|-----|-----|-----|-----|-----|-----|
| Tejinder Bahra | Pharmaceutical Commissioning Team, Surrey Downs CCG | | ☑ | | ☑ | ☑ | |
| Liz Clark | Pharmaceutical Commissioning Team, Surrey Downs CCG | ☑ | | ☑ | | | ☑ |
| Georgina Randall | Pharmaceutical Commissioning Team, Surrey Downs CCG | | | | | ✓ | ✓ |
| Dr Negin Sarafraz- Shekary | Public Health, Surrey County Council | | | | ✓ | ✓ | |
| Dr Elizabeth Saunders | Public Health, Surrey County Council - Interim Chair | ☑ | ☑ | ☑ | ☑ | ☑ | ☑ |
| Gill Edelman | IFR Panel Chair, Surrey Downs CCG | ☑ | ☑ | ☑ | ☑ | ☑ | ☑ |
| James Forbes | IFR, Surrey Downs CCG | ✓ | ✓ | ✓ | | ✓ | |
| Taylor Keech | IFR, Surrey Downs CCG | | | | ✓ | | ✓ |

| Key | |
|---|----|
| In attendance, voting member | ☑ |
| In attendance, non-voting member | ✓ |
| In attendance, teleconferencing, voting member | ☎ |
| Observed | ☺ |
| Apologies | X |
| Absent | XX |

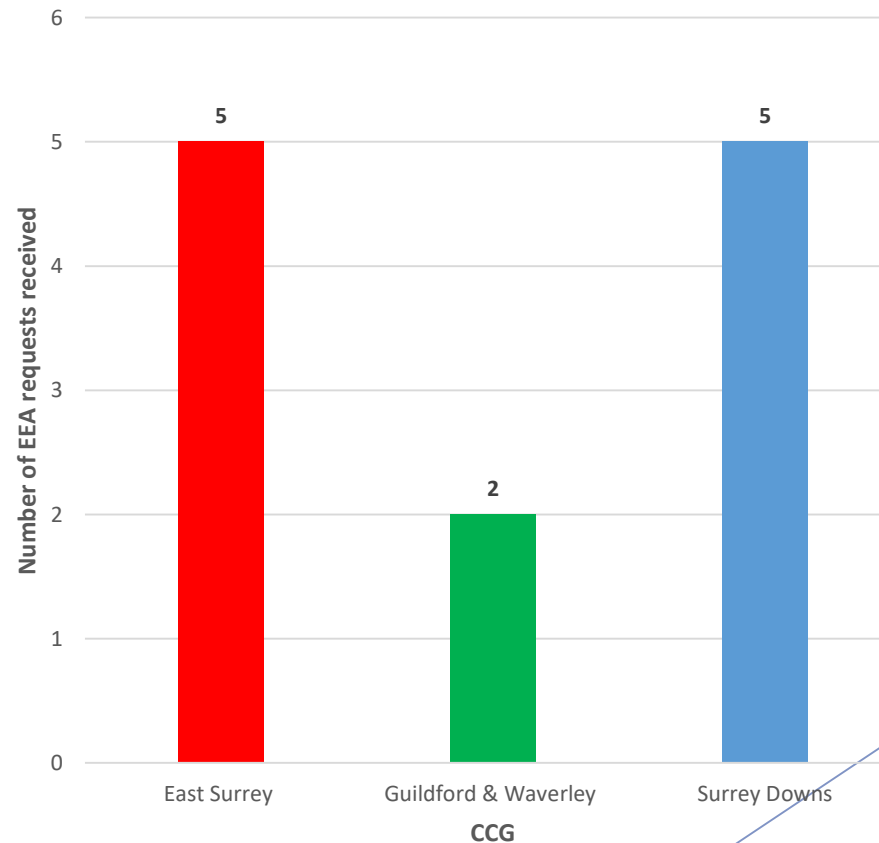
Assisted Conception; Months 1-6 (2019/20)

- ▶ Surrey patients can choose to undergo their treatment at any one of the following commissioned assisted conception units: Nuffield Health, Woking Hospital, Croydon Health Services NHS Trust (Mayday) and Kingston Hospital NHS Foundation Trust. Up to 2 full cycles of IVF, with or without ICSI, are funded in eligible women who are aged not more than 39 years at the time of their referral to a fertility clinic. If the woman reaches the age of 40 during treatment, then the current full cycle will be funded but no further full cycles.

| Status | CCG | Activity | Anticipated Cost |
|------------------------|--------------------------|----------|-------------------|
| IFR: Withdrawn | | | |
| | Surrey Downs | 1 | £4,900.00 |
| | Fertility preservation | 1 | £4,900.00 |
| | North West Surrey | 1 | £3,920.55 |
| | Cryostorage of Embryos | 1 | £3,920.55 |
| IFR: Ineligible | | | |
| | Surrey Heath | 1 | £4,500.00 |
| | Fertility Treatment ICSI | 1 | £4,500.00 |
| Grand Total | | 3 | £13,320.55 |

EEA Requests, by CCG; Months 1-6 (2019/20)

- ▶ European Economic Area (EEA) requests are for routine treatments which took place in a European country. CCG's are responsible for reimbursing patients if the treatment would have been routinely available on the NHS. All EEA requests are managed by NHS England.
- ▶ All EEA requests are processed by the IFR Admin Team; each application is logged by the team and sent to the patients CCG for a decision to be made.
- ▶ Requests received from NHS England contain minimal information and do not include costs involved in the treatment that has taken place.
- ▶ If a response is not submitted to NHS England within 7 working days, they will approve funding on behalf of the patients CCG providing the treatment undertaken is funded locally. NHS England will then recharge the CCG.



Equipment Requests; Months 1-6 (2019/20)

- All equipment/device requests for this time period were received for Surrey Downs CCG patient's. This CCG has the second highest population in comparison in Surrey.
- The requests that are received vary widely therefore, no trends can be seen.
- The total number of equipment/device requests was three, totalling £10,529.
- These requests were for:
 - iPad and App;
 - Biological Mesh;
 - Radiofrequency Denervation (prior to insertion into TNRF2)

Appeals Received; Months 1-6 (2019/20)

- There were no requests for an appeal made during this time period.

Complaints Received; Months 1-6 (2019/20)

- There were no complaints made during this period

Key Performance Indicators (KPI's); Months 1-6 (2019/20)

| KPI | Target | Q1 | Q2 |
|---|--------|------|------|
| IFR applications logged and acknowledged within 5 working days of receipt | 100% | 100% | 100% |
| Incomplete applications returned to the requesting clinicians within 5 working days | 100% | 100% | 100% |
| Applications outside of scope returned to the requesting clinician within 5 working days | 100% | 100% | 100% |
| Non-urgent IFR requests (from clinicians) that are completed within 25 working days from the date all information is received | 100% | 100% | 100% |
| Urgent requests with decision within 3 working days of receipt | 100% | 100% | 100% |

Next steps and recommendations

- ▶ Continue with the detailed review of the IFR Operating Policy
- ▶ Recruit new IFR Panel Chair
- ▶ Review of Surrey Priorities Committee still underway

Recommendations:

- Approve revised IFR Operating Policy