Appendix 2 NWCH Work Programme September 12 – April 13

Work Priority	Actions	Who	Timescale
Operationalise NWCH	Complete Recruitment	NWCH team	Oct-12
	Team induction / development	NWCH team	Oct-12
	Develop database of providers	NWCH team	Oct-12
	Development of ICT solution for data management	ICT project team	Dec-12
	Improve data security	NWCH team	Aug-12
	Develop clear processes and procedures for NWCH activities	NWCH team	Nov-12
Performance Management	Further development of PMF	NWCH team	Nov-12
	Embed processes for reporting within ICT solution	ICT project team	Dec-12
	Produce regular PM reports	NWCH team	Dec-12
	Develop mechanisms to track savings - cashable and cost avoidance	NWCH team	Sep-12
Commissioning	Development of service specifications for in scope services	Project teams - to be identified	Apr-13
	Take forward children's work stream (see sep work plan)	Children's project team	
	Scope demand for Challenging behaviour and respite services and develop service spec	LD project team	Dec-12
	Aggregate local information to inform development of commissioning strategies incl from users and carers		
	Develop commissioning strategies and market position statements for in scope services incl market mapping, demand and gap analysis	TBA	Apr-13
	Develop APL frameworks for in scope services	TBA	Apr-13
	Manage APL frameworks	NWCH team	Jan 13 ongoing
	Scope potential workload re high cost EMH placements	NWCH team	Sep-12
	Support co-ordination of repatriation of people from high cost out of region placements	NWCH team / BCU	Nov-12
	Contribute to regional SSSFA commissioning work-stream	Commissioning Programme Board	ongoing
Quality Improvement	Develop regional QA framework	QA project team	Dec-12

	Agree schedule for direct monitoring by NWCH	NWCH team	Oct-12
	Develop systems to enable intelligence gathering		
	Analysis of data and intelligence to inform QA activity	NWCH team	Nov-12
	Consider use of peer review approaches		
Value for Money	Carry out VFM benchmarking and fee negotiation reviews of MH placements	NWCH team	Dec-12
	Carry out VFM benchmarking and fee negotiation reviews of PSI placements	NWCH team	Dec-12
	Carry out VFM benchmarking and fee negotiation reviews of Children's placements	NWCH team	Dec-12
	Re-visit LD placements in relation to quality and size of package	NWCH team	Feb-13
	Review and roll out process for individual placement tendering across adult/children's services	NWCH team	Nov-12
	Consider use of 'right sizing' approach		Dec-12
	Contribute to regional care fees project (regional benchmark for indirect costs)	Care fees task group	Ongoing
Change Management	Develop and implement engagement strategy	Change management project team	
	* Staff		Nov-12
	* Providers		Nov-12
	* Service users		Jan-13
	Hold formal launch event for NWCH	NWCH Management Board	Dec-12
	Develop briefing materials	NWCH team	Oct-12
	Produce regular bulletin	NWCH team	Ongoing
Other	Develop close working links with other commissioning consortia and allied national work, learning from notable practice	NWCH team	Ongoing