



Good Practice

Issue 146

Apr 2022

Annual Certificate of Pensionable Profit/Notification of Estimated Pensionable Profit - Check Your Contributions

Whilst we make every effort to ensure payments are correct, we have been processing a large number of annual certificates this month so please check your March statement to ensure that your contributions are correct.

Also check your contributions are correct if your accountant has submitted a Notification of Estimated Pensionable Profit as we are dealing with a large volume of these forms and it is advisable to spot any errors early on.

Important Dates

March 2022 Payment

Medical Payment date for March: Thursday 31st March 2022

Earliest date from when e-Statements may be available: Monday 28th March 2022

April 2022 Payment

Medical Payment date for April: Friday 29th April 2022

Earliest date from when e-Statements may be available: Tuesday 26th April 2022



COVID Vaccination Records

A number of queries have been raised relating to the difficulty in obtaining exact figures for the number of manual updates for inclusion in the COVID form.

In these instances practices should make their nearest approximation based on their experience of having managed the downloads and associated amendments.

Once we have the finalised figures, a reconciliation will be carried out and if further information is required to validate the figures we will reach out to the practice for assistance.

COVID Funding

The COVID funding first issued in April 2020, against which practices have been submitting claims, is due to end as of the 31st March 2022. Any practice who still has a balance of the original funding remaining will have this reclaimed in early 2022-23 once the Health Boards have provided the finalised position for practices. If your practice still has outstanding receipts you should forward these to the board for validation and subsequent payment prior to 31st March 2022 after which date they will no longer be able to accept.

GP Annual Certificate of Pensionable Profits (GAC)

Thank you to those GPs and GP Practices that have already submitted their 2020-21 certificates.

We have set up specific regional office mailboxes for you to submit your completed certificates electronically:

Aberdeen: nss.ARO-GACs@nhs.scot

Edinburgh: nss.ERO-GACs@nhs.scot

Glasgow: nss.GRO-GACS@nhs.scot

Completed GACs received after Monday 28th February 2022, will continue to be processed in the month received, however you may wish to liaise with your accountants to ensure resultant calculation implications are understood.

NES Annual Virtual Conference 2022 – Save the Dates

Wednesday 27th & Thursday 28th April 2022

This event will be of interest to all those involved in medical education and training, medical appraisal, dental education and training, practice management, nurses, midwives, allied health professionals, healthcare chaplains, support workers, educationalists and strategic leaders.

There will be a number of plenary and parallel sessions by all the health professional groups and an opportunity for joint sessions highlighting inter-professional learning.

NHS Education for Scotland is sponsoring the meeting and there will be no charge for participation.

Please contact nes.conference@nhs.scot for further details on the programme and how to register.

PCA Circulars

2021-01-28 PCA(M)(2021)01 – Covid-19 Dispensing GP Practices: NHS Medicines Delivery (v2)

[https://www.sehd.scot.nhs.uk/pca/PCA2021\(M\)01.docx](https://www.sehd.scot.nhs.uk/pca/PCA2021(M)01.docx)

2021-02-08 PCA(M)(2021)02 - £500 one off non-consolidated payment to persons working within an independent service provider

[http://www.sehd.scot.nhs.uk/pca/PCA2021\(D\)01.pdf](http://www.sehd.scot.nhs.uk/pca/PCA2021(D)01.pdf)

2021-02-22 PCA(M)(2021)03 - COVID Special Leave

[https://www.sehd.scot.nhs.uk/pca/PCA2021\(M\)03.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2021(M)03.pdf)

2021-02-26 PCA(M)(2021)04 - COVID-19 Vaccination Programme – Primary Care – GP Practices - Indemnity

[https://www.sehd.scot.nhs.uk/pca/PCA2021\(M\)04.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2021(M)04.pdf)

[https://www.sehd.scot.nhs.uk/pca/PCA2021\(M\)05.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2021(M)05.pdf)

2021-06-25 PCA(M)(2021)06 - Universal access lateral flow device test kits – GP Dispensing Practices COVID-19 test kit distribution service

[https://www.sehd.scot.nhs.uk/pca/PCA2021\(M\)06.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2021(M)06.pdf)

2021-07-27 PCA(M)(2021)07 – Influenza & Pneumococcal Temporary Enhanced Service

[https://www.sehd.scot.nhs.uk/pca/PCA2021\(M\)07.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2021(M)07.pdf)

2021-08-20 PCA(M)(2021)08 – GMS Uplift

[https://www.sehd.scot.nhs.uk/pca/PCA2021\(M\)08.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2021(M)08.pdf)

2021-09-16 PCA(M)(2021)09 - Covid-19 Vaccination Directed Enhanced Service

[https://www.sehd.scot.nhs.uk/pca/PCA2021\(M\)09.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2021(M)09.pdf)

2021-09-28 PCA(M)(2021)10 – Guidance to Health Boards to serve notice to Practices to continue to deliver vaccinations deadline for rural flexibility and options appraisal

[https://www.sehd.scot.nhs.uk/pca/PCA2021\(M\)10.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2021(M)10.pdf)

2021-10-06 PCA(M)(2021)11 – Universal access lateral flow device test kits – Dispensing Practices covid-19 test kit distribution service – amendments to standard operating procedure and product supply

[https://www.sehd.scot.nhs.uk/pca/PCA2021\(M\)11.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2021(M)11.pdf)

2021-11-29 PCA(M)(2021)12 – GP Practices – Sustainability Payment – 2021-22 & 2022-23

[https://www.sehd.scot.nhs.uk/pca/PCA2021\(M\)12.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2021(M)12.pdf)

2021-12-02 PCA(M)(2021)13 – Introduction of Electronic Transfer of Acute Medication Service (AMS) Prescriptions for Prescribers within Primary Care Out of Hours Centres

[https://www.sehd.scot.nhs.uk/pca/PCA2021\(M\)13.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2021(M)13.pdf)

2022-02-23 PCA(M)(2022)01 – Special Public Holiday To Celebrate The Queen’s Platinum Jubilee

[https://www.sehd.scot.nhs.uk/pca/PCA2022\(M\)01.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2022(M)01.pdf)

2022-03-01 PCA(M)(2022)02 – GP Premises Funding

[https://www.sehd.scot.nhs.uk/pca/PCA2022\(M\)02.pdf](https://www.sehd.scot.nhs.uk/pca/PCA2022(M)02.pdf)

2022-03-22 PCA(M)(2022)03 – Provision of Vaccinations

You can search all CMO circulars & historic circulars on:

<http://www.publications.scot.nhs.uk/>





ROYAL COLLEGE OF
PHYSICIANS AND
SURGEONS OF GLASGOW

232 - 242 St Vincent Street
Glasgow
G2 5RJ

www.rcpsg.ac.uk

Details of external events & seminars are provided as a free service to our General Medical Services audience.

HYBRID CONFERENCE

Palliative Care Conference 2022 Challenges in End of Life Care

Friday 29 April 2022, 9am – 5pm BST



ROYAL COLLEGE OF
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SURGEONS OF GLASGOW
PHYSICIANS



[Palliative Care Conference 2022 – Challenges in end of life care](#) | **Friday 29 April, 09.00 BST**

This one-day hybrid event will feature the challenges presented in end of life care. Topics include how to deal with additional complications such as addiction, post-mortems and the medico-legal aspects of end of life care.

[The Lower Limb and Foot in Diabetes](#) | **Digital Learning**

These modules, which are available individually or as a package, provide a global resource covering the management of the lower limb and foot in diabetes.

[Medical Take](#) | **Podcast series**

This free podcast series discusses clinical cases, non-technical factors and leadership.

Contact details for events

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Royal College of General Practitioners Scotland
30 Euston Square, London NW1 2FB

www.rcgp.org.uk

Details of external events & seminars are provided as a free service to our General Medical Services audience.

Practice Staff | Dealing with complaints and emotional situations at the GP reception

Tuesday 26 April 13:30 to 16:00 - £25 per person

[Book here](#)

This event is for Practice Staff and will help upskill frontline colleagues to build resilience and empathy when dealing with difficult situations in their role at reception. Dr Val McGarrell from Prima Linea will lead the session online.

GP Wellbeing | Active Practice Charter

Thursday 28 April 19:30 to 20:45 – free to attend

[Book here](#)

The [Active Practice Charter](#) is a fun, easy way to make some simple but impactful changes in your workplace that will demonstrate to your patients and staff that you mean it when you say that movement is the best medicine. Hear from GP Practices in Scotland who have already applied for the Active Practice Charter and to find out more about getting your practice involved.

This event is for GPs, Practice Managers, Practice Nurses and the wider Practice Team. This event is FREE to attend.

GP Wellbeing | Breathing for wellness

Wednesday 4 May 19:30 to 20:45 – free for RCGP members, £10 for non-members [Book here](#)

Breathing is at the very centre of wellbeing and performance. However, many people lack the knowledge to utilise this true pillar of health. Andrew Ritchie, founder of Performance Breathworks, will take attendees through a few simple and highly effective breathing tools that can be very helpful to promote wellness. Open to all healthcare professionals.

Practice Staff | Confidentiality, GDPR and the practice

Wednesday 22 June 13:30 to 16:00 - £25 per person

[Book here](#)

What does GDPR actually mean? Are you processing patient information correctly? Join RCGP Scotland and Dr Val McGarrell from Prima Linea for an online session for all non-clinical staff in GP Practices. This session will help you understand more about confidentiality legislation and what to do in everyday situations.

Practice Managers | Managing and leading your team and dealing with conflict

Wednesday 16 November 13:30 to 16:00 - £25 per person

[Book here](#)

Dr Val McGarrell from Prima Linea returns for this online session specifically designed for Practice Managers. Learn more about your management style, leadership skills and how to deal with conflict in the workplace.

Contact details for events:

Gillian Taylor

RCGP Scotland Membership and Events Manager | RCGP Scotland

Royal College of General Practitioners 07388 388265 | Gillian.Taylor@rcgp.org.uk



Regional office mailboxes

GP Practices should use the following regional office mailboxes for all queries and communications.

If possible, please try to avoid leaving voicemail messages on our phone extensions and instead send us an e-mail.

Each team routinely checks these mailboxes and we encourage you to keep a note of these handy for reference.

Please populate the 'Subject' with your Practice code and the content, eg signatory mandate, quarterly vaccination claim, etc.

If you are sending an e-mail other than from the practice e-mail account, can you please ensure your practice details are included in your e-mail signature at the foot of your e-mail to enable us to identify your practice.

Patient Registration, Records & Mail Services

Aberdeen office

Registration: nss.psd-gmsaberdeen@nhs.scot

Records & Mail: nss.psd-abrdn-med-recrds@nhs.scot

Edinburgh office

All Health Records: nss.psdrecords@nhs.scot

Lothian & Borders Reg: nss.psdedinburgh@nhs.scot

Fife & Forth Valley Reg: nss.psdife-fvalley@nhs.scot

Glasgow office

Glasgow: nss.glasgow.registration@nhs.scot

Argyll & Clyde: nss.ac-registration@nhs.scot

Ayrshire & Arran: nss.aa-registration@nhs.scot

Dumfries & Galloway: nss.dg-registration@nhs.scot

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Contractor Finance Services

Aberdeen office

All enquiries: nss.psd-gppractices-aro@nhs.scot

GAC Submissions: nss.ARO-GACs@nhs.scot

NB NHS Tayside practices should continue to e-mail their local mailbox with local enhanced services data as per existing arrangements and use the above mailboxes for all other communication with the Aberdeen office.

Edinburgh office

All enquiries: nss.psd-gppractices-ero@nhs.scot

GAC Submissions: nss.ERO-GACs@nhs.scot

Glasgow office

All enquiries: nss.psd-gppractices-gro@nhs.scot

GAC Submissions: nss.GRO-GACS@nhs.scot

Next Newsletter

Issue: 147

26th April 2022