

East of England Collaborative Procurement Hub (EoECPH) - Homecare Data Requirements

Version Name	Date distributed	Changes to previous version
EoECPH Homecare Data Requirements – May 2016	10/05/2016	Sales / Usage data template updated + additional guidance added below.
EoECPH Homecare Data Requirements – Oct 2015	28/09/2015	Monthly deadline for receipt of reports amended to align with CMU practice. Embedded documents and Appendices removed. Published independently on the EoECPH website. www.eoecph.nhs.uk//information-for-Providers.htm
<i>Note: previous versions of this document were not tracked.</i>		

The EoECPH has been tasked by the Chief Pharmacists in the East of England to provide regional homecare support services to improve the governance of homecare services, make best use of local trust resource, ensure compliance with the Standards¹ and minimise duplication of workload.

The EoECPH will centrally collect data relating to all homecare medicines services provided to member trusts by all homecare providers to support management of homecare medicines at local, regional and national levels.

The aims are for:

- Each **Trust** to have access to accurate performance and sales data for all homecare services to allow effective management at a local level with the need for ad hoc reporting.
- The **Regional lead** to analyse and compare consistent performance and sales data for the whole region to allow identification and sharing of best practice and effective market management
- The **National lead** to have access to consistent regional data where required for analysis.
- **Homecare Suppliers** to provide data to a single location in a single format for the region thereby reducing burden on reporting teams.

All homecare providers are expected to meet the report requirements as detailed below.

Report 1 - Sales / Usage Data

Format:	Data must be provided in the format provided [See www.eoecph.nhs.uk//information-for-Providers.htm – Sales data template]
Frequency:	Monthly
Sent to:	tracking@eoecph.nhs.uk
By:	10 th working day from the start of each month
To include:	All Products, equipment, ancillaries and associated fees invoiced for all services provided, including: <ul style="list-style-type: none"> • Local contracts

¹ Professional Standards for Homecare Services in England – Royal Pharmaceutical Society – September 2013

	<ul style="list-style-type: none"> • Pharma derived services • Regional NHS Frameworks • National NHS Frameworks²
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Sales / Usage data template has been updated (May 2016) to ensure data provided can be segmented as dictated by local reporting requirements. Where Homecare Suppliers correctly complete the “Contract reference” and “Therapy Area” columns current practice can continue using the first sheet “All Services” of the revised template. If these columns cannot be correctly completed Homecare Suppliers are expected to provide data pre-segmented in the latter sheets of the template.

It is vital for EoECPH framework benefits reporting requirements for all supplies (both product and service) made under any of our framework agreements to be easily identifiable from other services.

Report 2 – Key Performance Indicator data

Format:	Data must be provided in the format provided [See www.eoecph.nhs.uk/information-for-Providers.htm – KPI data template] ³
Frequency:	Monthly
Sent to:	tracking@eoecph.nhs.uk
By:	10 th working day from the start of each month
To Include:	Key performance indicators for all services provided to Trusts listed below, including: <ul style="list-style-type: none"> • Local Contracts • Pharma derived services • Regional NHS Frameworks • National NHS Frameworks²

To allow efficient collation and processing of data, the above reports should be provided in the exact formats provided above. Any variation required for any reason must be discussed and agreed on a case by case basis.

EoECPH Members Trust List

A full list of member trusts can be found at www.eoecph.nhs.uk/information-for-Providers.htm

Data Collection Authorisation

Confirmation of authorisation letters permitting the EoECPH to collect data on behalf of our member Trusts can be provided on request.

Please contact joe.bassett@eoecph.nhs.uk

² The EoECPH is in discussion with the CMU to develop process for internal (within the NHS) dissemination of data relating national frameworks to minimise reporting burden to providers going forward.

³ The KPI template is of a nationally approved design and is therefore not unique to the East of England.