

Declaring indicators within a service

Purpose

- The purpose of this document is to outline the changes in CQRS for services which includes indicators that are;
Subject to Declaration and
Not Subject to Declaration
- This functionality will be applied to the Network Contract DES Service.
- The topics covered are as follows:
 - The definition of **Subject to Declaration** and **Not Subject to Declaration** indicators and high-level process
 - Viewing indicators in CQRS
 - Changes to the declaration process
 - Different statuses shown
 - Changes to the approval process
 - Declaration Report
 - List of Network Contract DES 25/26 indicators/ declaration status

Definitions

Definitions explained

'Subject to Declaration' Indicators:

Indicators that are Subject to Declaration **require a member of a PCN to verify that all data submitted against these indicators are correct**. Once all data has been submitted for these indicators, an achievement will be available to declare. The declaration of the achievement will follow the normal declaration process.

'Not Subject to Declaration' Indicators:

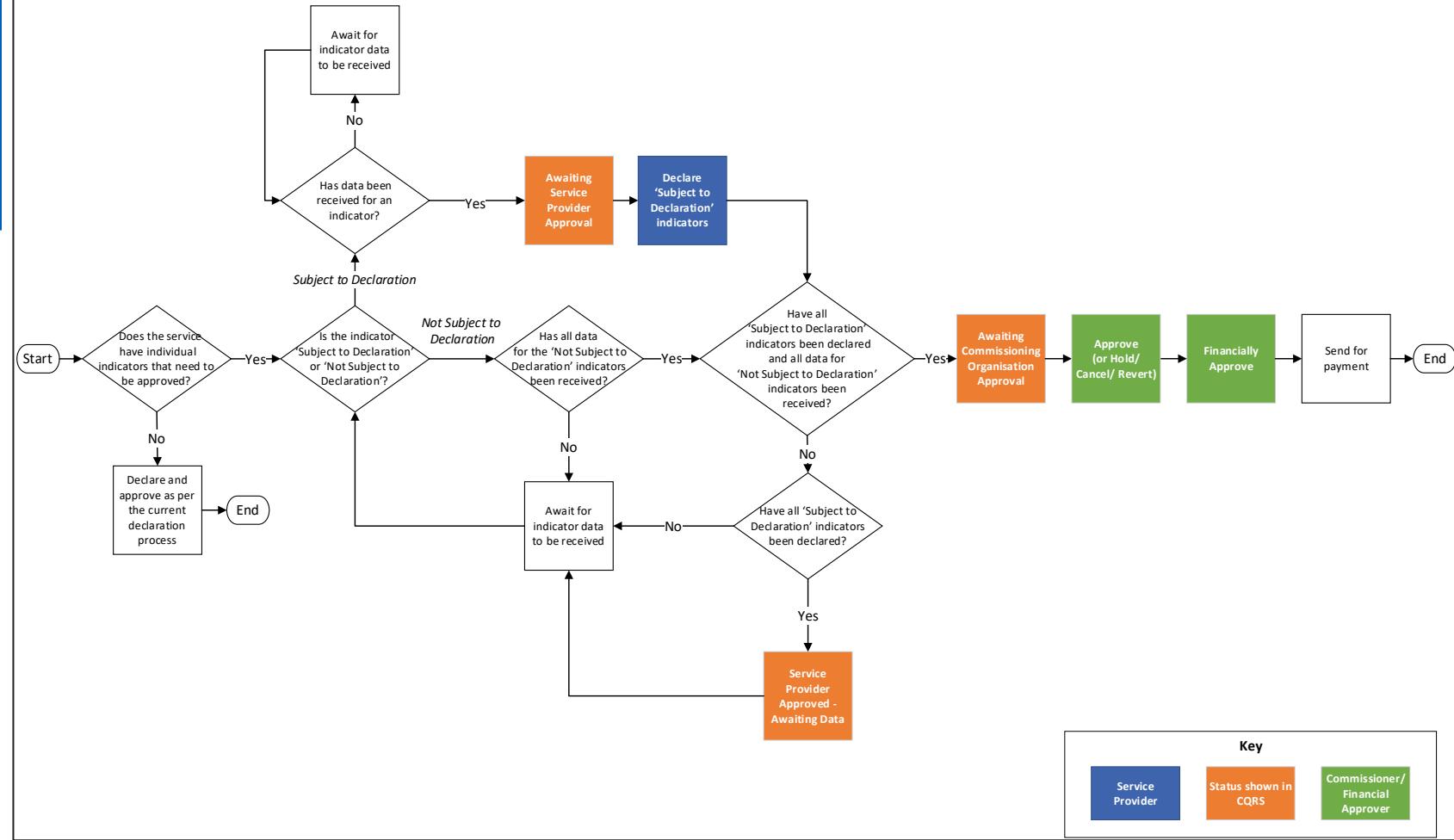
Indicators that are Not Subject to Declaration are not required to be declared by a member of a PCN when the indicators are being reviewed.

Once the achievement is declared against the **Subject to Declaration** indicators and all data has been received against the **Not Subject to Declaration** indicators, the achievement will be updated. The total payment value amount will then be automatically sent for approval by the commissioner.

NB Depending on the order that the data is received, users may see both '*Subject to Declaration*' and '*Not Subject to Declaration*' indicators in the payment declaration.

High Level Overview-Indicator Declaration Process

High-level overview of declaring indicators in a service



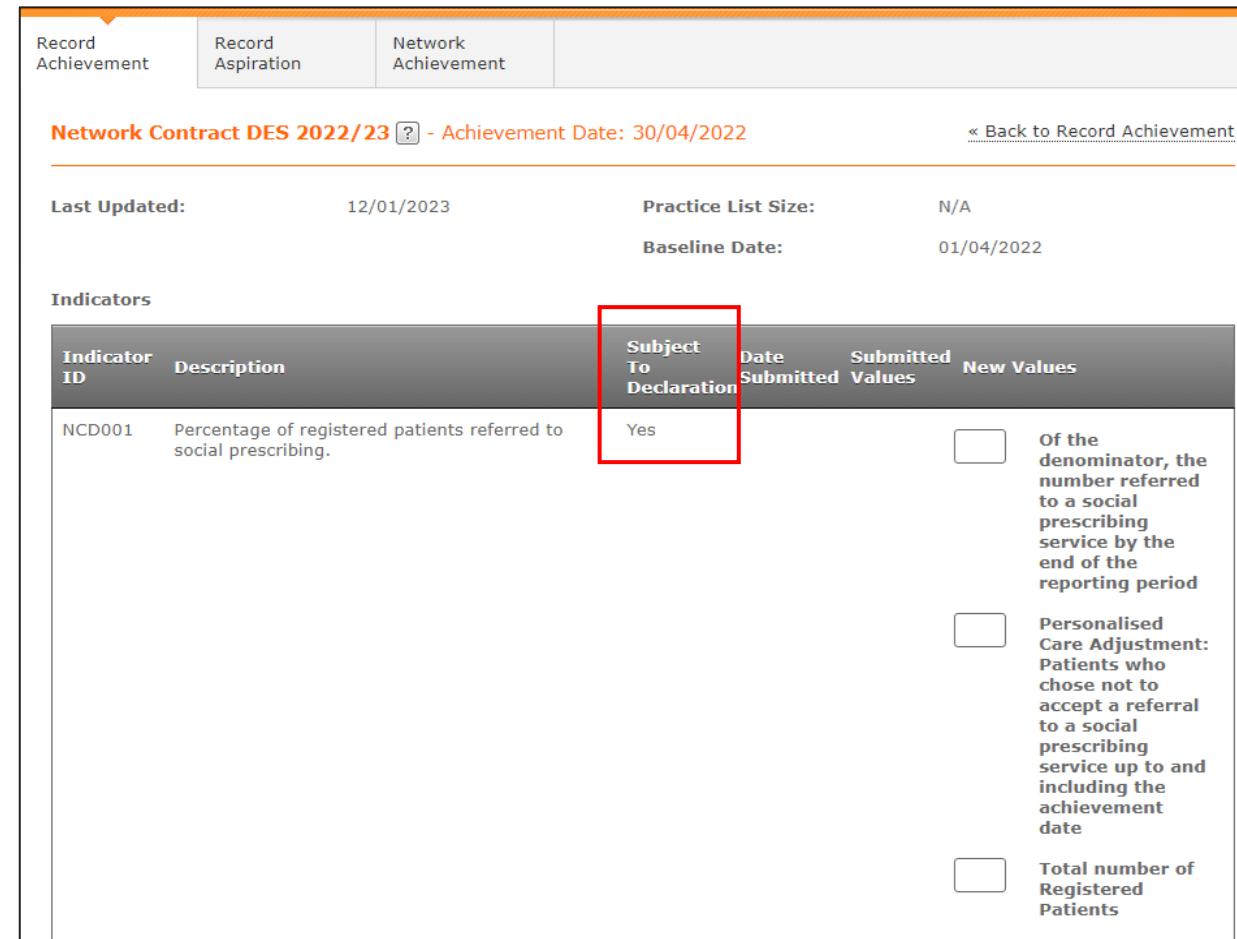
Viewing Indicators in CQRS

Where can the indicators be viewed in CQRS?

Subject to Declaration Indicators

This currently will only be shown for the NCD service.

Any service which includes indicators that are **Subject to Declaration** will have a new column that specifies if the indicator is subject to declaration or not. This can be found by clicking the **Data Submission** tab, navigating to the **Record Achievement** tab and drilling down through the indicator group to view information on the indicators.



The screenshot shows a table with the following data:

Indicator ID	Description	Subject To Declaration	Date Submitted	Submitted Values	New Values
NCD001	Percentage of registered patients referred to social prescribing.	Yes		<input type="checkbox"/> Of the denominator, the number referred to a social prescribing service by the end of the reporting period	<input type="checkbox"/> Personalised Care Adjustment: Patients who chose not to accept a referral to a social prescribing service up to and including the achievement date

Where can the indicators be viewed in CQRS?

Not Subject to Declaration Indicators

This currently will only be shown for the NCD service.

This is an example of a **Not Subject to Declaration** indicator which can be found in the same column by clicking the **Data Submission** tab and then navigating to the **Record Achievement** tab and drilling down through the indicator group to view information on the indicators.

Indicator ID	Description	Subject To Declaration	Date Submitted	Submitted Values	New Values
NCDMI16 6	Number of declined referrals to the Community Pharmacist Consultation Service per registered patient	No			<input type="checkbox"/> Number of times that patients in the denominator declined a referral to the Community Pharmacist Consultation Service. <input type="checkbox"/> Total number of Registered Patients.

Changes to the Declaration Process (Service Providers)

Changes to the Declaration Process

Under the previous payment declaration process, the achievement payment was created by the submission of all indicators within the service. Once all data was submitted and aggregated, then a payment was created for a PCN to be declared.

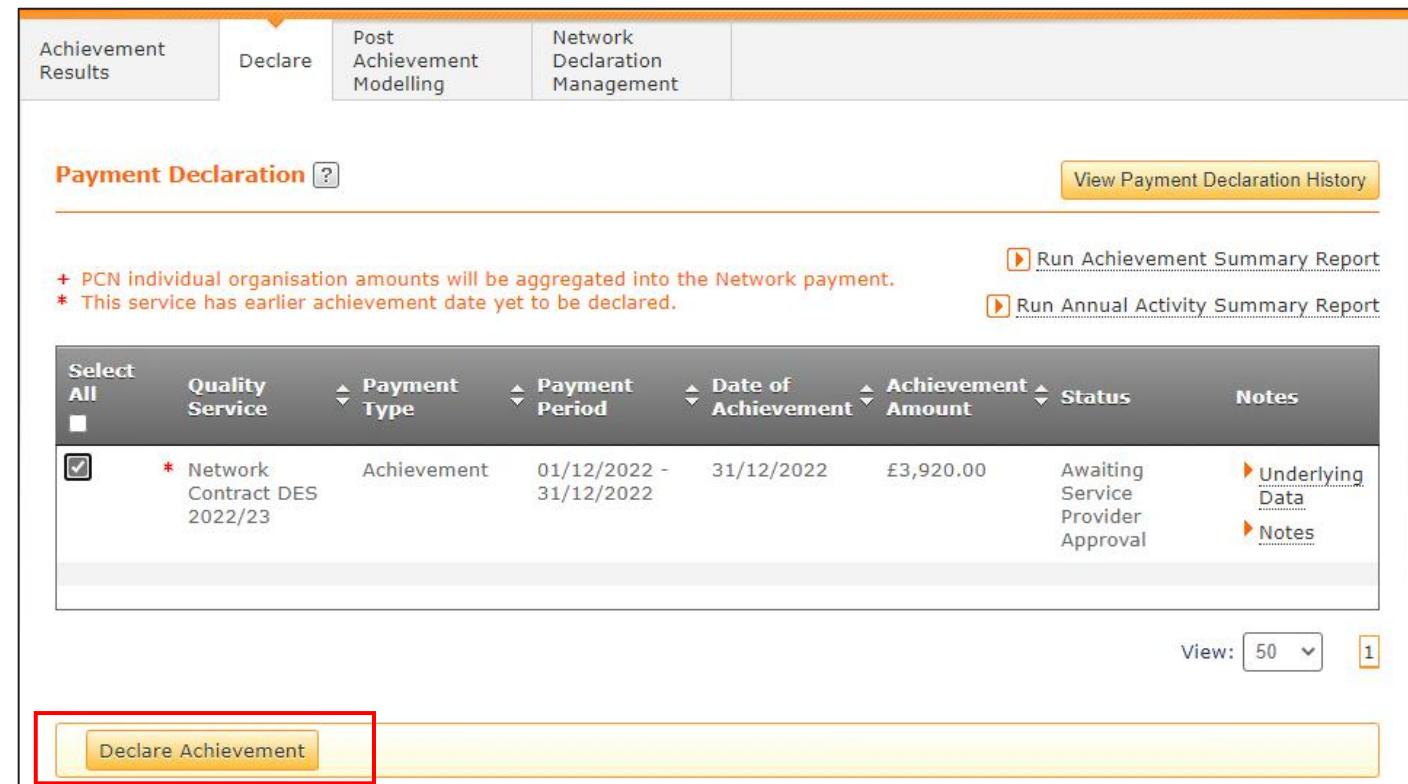
This process has been changed so that once all 'Subject to Declaration' indicator data has been submitted and aggregated, a payment will be created to be declared by the PCN.

When the payment has been declared under the new process it will be held in the **Service Provider Approved – Awaiting Data** status until all **Not Subject to Declaration** data is received. Once all indicator data within the service has been received the payment will then be automatically updated to the **Awaiting Commissioning Organisation Approval** status.

Service Provider Recording Declaration

2. The following confirmation message will appear when declared:

1. Once all **Subject to Declaration** indicators have been submitted, a member of the PCN can declare the achievement by navigating to the **Declare** tab, selecting the Quality service, and lastly, clicking the **Declare Achievement** button.



Select All	Quality Service	Payment Type	Payment Period	Date of Achievement	Achievement Amount	Status	Notes
<input checked="" type="checkbox"/>	* Network Contract DES 2022/23	Achievement	01/12/2022 - 31/12/2022	31/12/2022	£3,920.00	Awaiting Service Provider Approval	Underlying Data Notes

Declare Achievement

The Payment Declaration request has successfully been submitted and is awaiting Commissioning Organisation Approval if all data has been received for the service.

Service Provider

Missing data for indicators 'Not Subject to Declaration'

2. In the **Payment Declaration History** table, there will be a new status shown as;
Service Provider Approved – Awaiting Data

The payment will remain in this status until all **Not Subject to Declaration** data is received. When all data is received the achievement payment will move to Commissioning Approval.

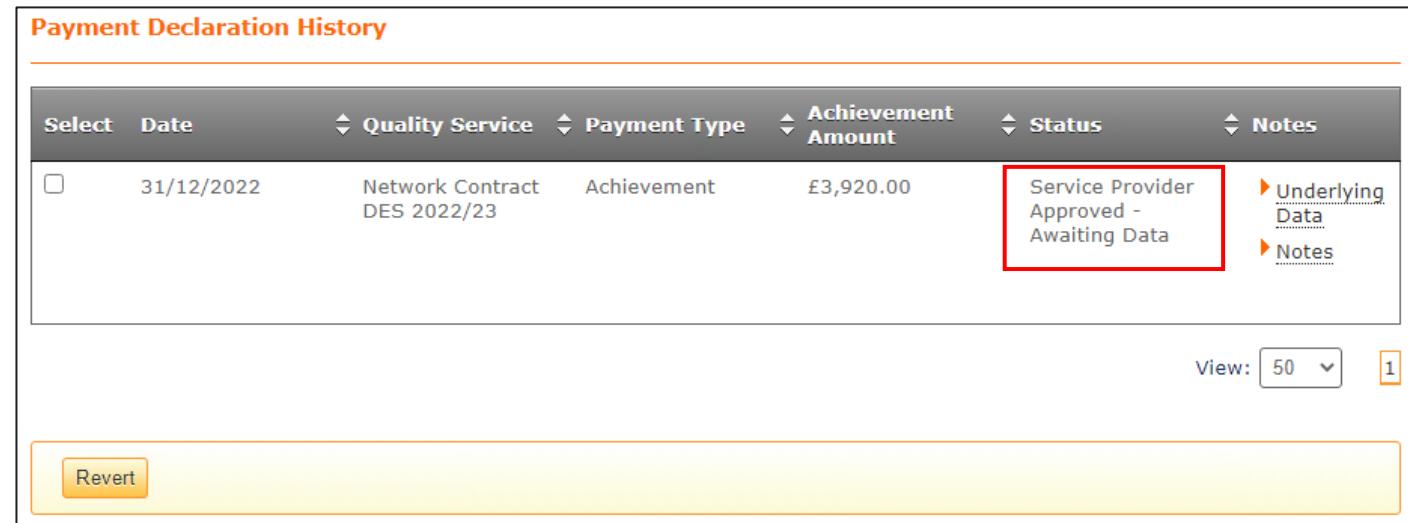
1. When the declaration has been made, a member of the PCN can view their declaration payment history by clicking the **View Payment Declaration History** button:



Payment Declaration ?

+ PCN individual organisation amounts will be aggregated into the Network payment.
* This service has earlier achievement date yet to be declared.

View Payment Declaration History Run Achievement Summary Report Run Annual Activity Summary Report



Payment Declaration History

Select	Date	Quality Service	Payment Type	Achievement Amount	Status	Notes
<input type="checkbox"/>	31/12/2022	Network Contract DES 2022/23	Achievement	£3,920.00	Service Provider Approved - Awaiting Data	Underlying Data Notes

View: 50 1

Revert

Service Provider

Missing data for indicators 'Not Subject to Declaration'

2. Within the contents of the message it will describe that the declaration has been made and that the achievement is still awaiting **Not Subject to Declaration** data.

1. If after the achievement has been declared against the **Subject to Declaration** indicators, there is missing data for some of the **Not Subject to Declaration** indicators, a new message will appear for the PCN on the **CQRS Home Screen** and will be displayed as below:



The screenshot shows the CQRS Home Screen with the 'Open Items' tab selected. A message is displayed: 'Payment Declaration is awaiting for 'not Subject to Declaration' data'. The message is associated with a Network Contract DES 2022/23, an achievement date of 31/12/2022, a create date of 12/01/2023, and a count of 1.

Type	Subject	Detail	Achievement Date	Create Date	Count
MSG	Payment Declaration is awaiting for 'not Subject to Declaration' data	Network Contract DES 2022/23	31/12/2022	12/01/2023	1



The screenshot shows the CQRS Message Centre with a message titled 'Message'. The message details are as follows:

- State:** Open
- Subject:** Payment Declaration for 'Network Contract DES 2022/23' is awaiting for 'not Subject to Declaration' data
- Deadline Date:** N/A
- Created Date:** 12/01/2023
- Message Detail:** The Payment Declaration for 'Network Contract DES 2022/23' is Declared with the achievement date 31/12/2022, but is awaiting for 'not Subject to Declaration' data. It will be sent automatically for Commissioning Organisation approval when all data is received.

Buttons at the bottom include 'Back to Tasks & Messages' and 'Close Message'.

Service Provider

Data received for indicators 'Not Subject to Declaration's

2. When all the **Not Subject to Declaration** data has been received the status will be updated to; **Awaiting Commissioning Organisation Approval**

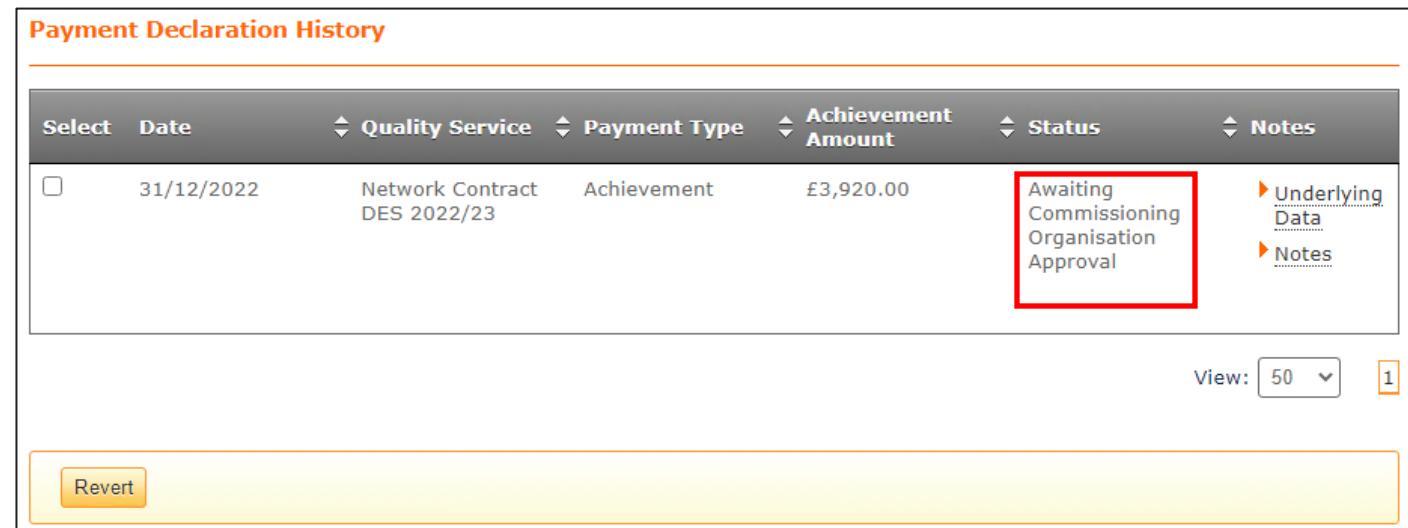
1. After all the data has been received, a member of the PCN can view their declaration payment history by clicking the **View Payment Declaration History** button:



Payment Declaration ?

+ PCN individual organisation amounts will be aggregated into the Network payment.
* This service has earlier achievement date yet to be declared.

View Payment Declaration History Run Achievement Summary Report Run Annual Activity Summary Report



Payment Declaration History

Select	Date	Quality Service	Payment Type	Achievement Amount	Status	Notes
<input type="checkbox"/>	31/12/2022	Network Contract DES 2022/23	Achievement	£3,920.00	Awaiting Commissioning Organisation Approval	Underlying Data Notes

View: 50 1

Revert

Changes to the Approval Process

Commissioner Approval

Missing data for indicators 'Not Subject to Declaration'

There will only be one user action available in this status which is the **Revert** button. This can be clicked if the payment declared is believed to be incorrect.

Status:

- Awaiting Commissioning Organisation Approval
- Awaiting Commissioning Organisation Approval
- Awaiting Financial Approval
- On Hold
- Cancelled
- Awaiting Service Provider Approval
- Awaiting Network Achievement
- Service Provider Approved - Awaiting Data**

If a payment has been declared but data has not been received for indicators that are **Not Subject to Declaration**, within the **Status** drop-down, the **Service Provider Approved – Awaiting Data** status can be selected.

Declaration Management 2 - Financial Year 2022/2023

[Run Achievement Summary Report](#)

Status: Service Provider Approved - Awaiting Data

Quality Service: All

Parent Organisation Name: All

Achievement Date:
From: 01/04/2022 To: 31/03/2023

Display Notes: Both **Display Underlying Data:** No

Select	All	Org ID	Name	Quality Service	Payment Period	Date of Achievement	Achievement Amount	Notes
<input type="checkbox"/>	tspcn1	TEST PCN	Network Contract DES 2022/23	01/12/2022 - 31/12/2022	£3920.00	2		Notes

Revert

Commissioner Approval

Data received for indicators 'Not Subject to Declaration'

2. Within the contents of the message it will specify that the declaration has been made and that the achievement is still awaiting **Not Subject to Declaration** data.

1. In the **CQRS Message Centre**, when all the data has been received for the service, a task will appear for the Commissioner to approve the service:



The screenshot shows the 'CQRS Message Centre' interface. At the top, there are two tabs: 'Open Items' (highlighted in orange) and 'Closed Items'. Below the tabs, a message says 'To adjust the view, select Advanced Search.' and a 'Advanced Search' link. The main area is a table with columns: Type, Subject, Detail, Achievement Date, Create Date, and Count. The first row shows: Type 'TSK', Subject 'Service Requiring Approval' (highlighted with a red box), Detail 'Network Contract DES 2022/23', Achievement Date '31/12/2022', Create Date '12/01/2023', and Count '1'.

Type	Subject	Detail	Achievement Date	Create Date	Count
TSK	Service Requiring Approval	Network Contract DES 2022/23	31/12/2022	12/01/2023	1



The screenshot shows the 'CQRS Message Centre - Message' page. At the top, it says 'CQRS Message Centre [?] - Message' and '« Back to My Tasks & Messages'. The message details are as follows:

State:	Open
Subject:	Payment Declaration for 'Network Contract DES 2022/23' is awaiting for 'not Subject to Declaration' data
Deadline Date:	N/A
Created Date:	12/01/2023
Message Detail:	The Payment Declaration for 'Network Contract DES 2022/23' is Declared with the achievement date 31/12/2022, but is awaiting for 'not Subject to Declaration' data. It will be sent automatically for Commissioning Organisation approval when all data is received.

At the bottom, there are two buttons: 'Back to Tasks & Messages' and 'Close Message'.

Commissioner Approval- Indicators not Subject to Declaration

When updated to this status all user action options will be available to select and click. The Commissioner is able to click on any of the: **Approve, Hold, Cancel or Revert** buttons.

1. When all data has been received for the service, the **Awaiting Commissioning Organisation Approval** status can be selected from the **Status** drop-down.

Status:
Awaiting Commissioning Organisation Approval
Awaiting Commissioning Organisation Approval
Awaiting Financial Approval
On Hold
Cancelled
Awaiting Service Provider Approval
Awaiting Network Achievement
Service Provider Approved - Awaiting Data

Declaration Management  - Financial Year 2022/2023 

 There are a total of 1 records matching your criteria.

Status:

Quality Service:

Parent Organisation Name:

Achievement Date:
From: To:

Display Notes: Display Underlying Data:

Select	Org ID	Name	Quality Service	Payment Period	Date of Achievement	Achievement Amount	Notes
<input type="checkbox"/>	tspcn1	TEST PCN	Network Contract DES 2022/23	01/12/2022 - 31/12/2022	31/12/2022	£3920.00	

Approve **Hold** **Cancel** **Revert**

Declaration Report

Declaration Report

The declaration reports have also been updated with the **Service Provider Approved Awaiting Data** Status. For example, as shown below:

Quality Service Name	Commissioning Organisation	Amount	Achievement date	Status	Payment/ Report	Financial Approval Date	Last Updated Date
Seasonal Flu Service ATC	AutoCCg1	£147.00	31/03/2017	Sent to SSD (Final State)	p	02/11/2021	02/11/2021
Seasonal Flu Service ATC	AutoCCg1	£147.00	28/02/2017	Awaiting Service Provider Approval	p		10/10/2022
Seasonal Flu Service ATC	AutoCCg1	£147.00	31/01/2017	Awaiting Network Achievement	p		22/03/2022
Seasonal Flu Service ATC	AutoCCg1		31/12/2016	Awaiting Data	p		
Seasonal Flu Service ATC	AutoCCg1	£147.00	30/11/2016	Service Provider Approved Awaiting Data	p		30/03/2022
Seasonal Flu Service ATC	AutoCCg1	£49.00	31/10/2016	Service Provider Approved Awaiting Data	p		23/02/2022
Seasonal Flu Service ATC	AutoCCg1	£20,139.00	30/09/2016	Service Provider Approved Awaiting Data	p		02/02/2022
Total		£20,776.00					
Total Payment Approved		£147.00					

List of Network Contract DES 25/26 indicators/ declaration status

Indicator Declaration Status

Name	Description	Subject to Declaration
CAN04	The proportion of patients who have had a lower gastrointestinal urgent suspected cancer referral in the reporting year where at least one urgent suspected cancer referral was accompanied by a faecal immunochemical test result, with the result recorded in the 21 days leading up to the referral.	Yes
HI03	Percentage of patients on the QOF Learning Disability register aged 14 or over, who received an annual Learning Disability Health Check and have a completed Health Action Plan in addition to a recording of ethnicity.	Yes
SMR01A	Percentage of patients at risk of harm due to medication errors who received a Structured Medication Review.	No
SMR01B	Percentage of patients living with severe frailty who received a Structured Medication Review.	No
SMR01C	Percentage of Patients using potentially addictive medicines who received a Structured Medication Review.	No
SMR01D	Percentage of permanent care home residents aged 18 years or over who received a Structured Medication Review.	No
SMR03	Percentage of patients prescribed a direct-acting oral anticoagulant, who received a renal function test and a recording of their weight and Creatinine Clearance Rate, along with a change or confirmation of their medication dose.	No
HI21	Number of patients recorded as having a diagnosis of autism	No