

Rotavirus

This guide will provide you with information on:

- Participating in the Enhanced Service
- Manually entering achievement data for the indicators
- Declaring achievement for payment.

The Rotavirus Enhanced Service commenced on the **01/07/2013** and ends on the **31/03/2014** and activity. Achievement and payment is made on a monthly basis.

NHS Employers Guidance on the Rotavirus Enhanced Service can be found here:

<http://www.nhsemployers.org/Aboutus/Publications/Pages/2013-14-GMS-contract-Guidance-and-audit-requirements.aspx>

The HSCIC Business Rules, including all Read Codes and extract logic, can be found here:

<http://www.pcc-cic.org.uk/article/des-business-rules-alcohol-reduction-learning-disabilities-and-rotavirus>

Further information

- CQRS news and updates – <http://www.hscic.gov.uk/cqrs>
- CQRS Service Desk: 0800 440 2777 email: cqrsservicedesk@gdit.com

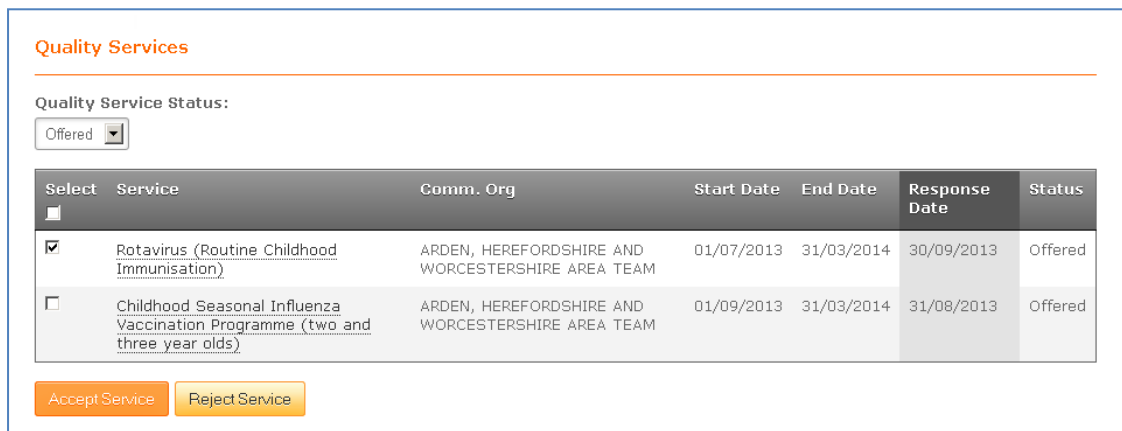
This service is available from 08:00 to 18:00 Monday through Friday, excluding bank holidays. Generally you will receive acknowledgement of receipt of your query within 30 minutes.

- CQRS System log in page: <https://nww.cqrs.nhs.uk/>
- CQRS Learning Centre (for job aids and training materials) <https://training.cqrs.nhs.uk/home>

Participation in the Enhanced Service

Your Area Team will offer you the Enhanced Service through CQRS allowing you to participate and provide achievement data for the service.

- Once the Area Team has offered the Enhanced Service it will appear in your CQRS Message Centre as a 'new task'.
- To view the offered Enhanced Service either select the 'Task Summary' link or select the 'Participation Management' tab from the main menu.
- Select the checkbox to the left of the Enhanced Service and then select the option 'Accept Service'. (*Figure 1*)
- A confirmation message will be displayed to make sure that you wish to accept the selected service. Select the 'Yes' button to accept the Enhanced Service.
- CQRS will then display a confirmation message that the Enhanced Service has been successfully accepted.
- The Area Team must then approve the offer. You will be notified when this has been completed.
- You can then manually enter the achievement data from the following day.
- You may have received a Task in the CQRS message centre telling you that 'An automatic extract is due' for the Enhanced Service. This message can be ignored. Until data is available from GPES the data must be manually entered as detailed below, regular updates will be issued on timescales for the GPES extractions.



Quality Services

Quality Service Status:
Offered

| Select | Service | Comm. Org | Start Date | End Date | Response Date | Status |
|-------------------------------------|--|---|------------|------------|---------------|---------|
| <input checked="" type="checkbox"/> | Rotavirus (Routine Childhood Immunisation) | ARDEN, HEREFORDSHIRE AND WORCESTERSHIRE AREA TEAM | 01/07/2013 | 31/03/2014 | 30/09/2013 | Offered |
| <input type="checkbox"/> | Childhood Seasonal Influenza Vaccination Programme (two and three year olds) | ARDEN, HEREFORDSHIRE AND WORCESTERSHIRE AREA TEAM | 01/09/2013 | 31/03/2014 | 31/08/2013 | Offered |

Accept Service Reject Service

Figure 1

Manually entering achievement data for the indicators

Until GPES begins providing automated extracts GP practices will need to enter achievement data manually for the indicators.

- To enter your monthly achievement data for the Rotavirus ES you should first select the 'Data Submission' tab from the CQRS main menu.
- Select the 'Record Achievement' option. Make sure the financial year in the dropdown box is set to 2013/14.
- Select the Rotavirus Enhanced Service from the dropdown box.
- You **must** set the achievement date to the end of the month, otherwise CQRS will not create a payment declaration for you to approve. For example for activity completed in September the achievement date will be the 30th September 2013 (*Figure 2*)
- Select 'Add New Achievement'.
- Click on the link 'Rotavirus Management Information'. These indicators (ROTAMI001, ROTAMI002, ROTAMI003 and ROTAMI004) are management information and they are not used in the calculation of the payment. GP practices **must** set these indicators to zero.
- Select 'Submit Achievement Data'.
- Click on the link 'Rotavirus Payment'.

The screenshot shows the 'Record Service Provider Achievement' form in the CQRS system. The form is titled 'Record Service Provider Achievement' and is for the financial year 2013/2014. The service provider is '95 CLIFTON ROAD SURGERY'. The quality service is 'Rotavirus (Routine Childhood Immunisation)'. The achievement date is set to '30/09/2013'. A calendar pop-up is displayed over the achievement date field, showing the month of September 2013, with the 30th selected. The calendar has buttons for 'Current Month' and 'Close'.

| Su | Mo | Tu | We | Th | Fr | Sa |
|----|----|----|----|----|----|----|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

Figure 2

You will then be able to enter:

- **ROTA001 Input:** This is the number of patients who have received a completed rotavirus course in that month. A completed course is defined as 'two doses of rotavirus vaccination given from age six weeks (the earliest the vaccine can be given) with a minimum of four weeks between doses with the second dose due before the patient reaches the age of six months (the vaccine must not be given to anyone over 24 weeks of age). **Only one payment will be made per patient vaccinated.**
- Select 'Submit Achievement Data'.

Indicators

| Indicator ID | Description | Date Submitted | Submitted Values | New Values |
|--------------|---|----------------|------------------|------------|
| ROTA001 | GP practices will be entitled to a payment of £7.63 for each registered patient who receives a completed course (2 doses) of rotavirus immunisation before they reach 6 months of age in the financial year. Only one payment may be made as regards to any patient | | 31 | input |

Submission Notes: *(1000 character limit)*

Submit Achievement Data | Save Work in Progress | Cancel

If you enter data for all of the payment and management information indicators, with the correct end of month achievement date, CQRS will generate the payment declaration for you to approve. This will begin the process of payment.

Declaring achievement for payment

- Go to the CQRS 'Achievement' screen and select the 'Declare' sub-tab.
- Provided you have manually entered data for all the indicators in the Enhanced Service with the correct achievement date for the end of the quarter, then the declaration should be show on screen.
- Carefully check the achievement values. If you are happy with the data on screen and wish to declare the achievement for the Area Team to 'Approve' for payment you should select the checkbox to the left of the ES.
- Select the Declare Achievement button.
- A confirmation message will display to confirm that the payment declaration request has been successfully submitted and is awaiting approval by the Area Team.
- Once the Area Team Approves the achievement details will be passed to Exeter (NHAIS system) for payment.

The screenshot shows the 'Declare' sub-tab of the CQRS 'Achievement' screen. The page title is 'Payment Declaration' with a help icon. There is a 'Run Achievement Summary Report' button. A table displays the following data:

| Select All | Quality Service | Payment Type | Payment Period | Date of Achievement | Achievement Amount | Status | Notes |
|-------------------------------------|--|--------------|-------------------------|---------------------|--------------------|------------------------------------|-----------------------|
| <input checked="" type="checkbox"/> | Rotavirus (Routine Childhood Immunisation) | Achievement | 01/09/2013 - 30/09/2013 | 30/09/2013 | £236.53 | Awaiting Service Provider Approval | Notes |

At the bottom of the screen, there is a yellow button labeled 'Declare Achievement'.