



Change Control Notification

CCN 004	TITLE: Schedule for inspections	ORIGINATOR: [REDACTED]
DATE: 24th February 2017	CHANGE EFFECTIVE FROM: 1 st February 2017	
RECOMMENDATION FOR CHANGE [REDACTED]		
REASON for CHANGE: CQC requires changes to the current contract for the Provision of Inspection Analysis; Delivery through to the 30 September 2017 with no change to the contract end date of the 6 th August 2017 facilitated by volume requirement post contract end date being pre-ordered under existing contract terms. The price per pack to remain the same as in CCN2 at [REDACTED] per data pack with a variation to payment terms moving to 100% of the pack price being eligible for payment following delivery of the inspection as opposed to the current payment terms of 70% following the inspection and then 30% following NQAG. The management fee will remain at [REDACTED] per month and a reduced fee for September 2017 of [REDACTED] to reflect the minimum requirement for volume. Cancellation and late fees will also be payable as described in CCN3. The forecasted number of inspections between January 2017 and the end of September 2017 are in table 1 below: [REDACTED]		
FULL DETAILS OF THE CHANGE: Volumes and billing Methods Analytics will continue to produce data packs for inspections up to 30 September 2017 at the current rate of [REDACTED] per data pack based on the volumes in table 1 above.		

100% of the pack price will be invoiced following inspection. The management fee will remain at £ [REDACTED] per month. Cancellation and late fees will also be payable as described in CCN3. The fixed monthly fees for the agreed volumes are shown in table 2 below.

	[REDACTED]
Data Packs	[REDACTED]
Data Pack Fee	[REDACTED]
Management Fee	[REDACTED]
Total Fee	[REDACTED]

Table 2: Fixed fees payable until end of September 2017

Data packs will be commissioned up to the 30th September 2017 prior to the contract end of the 6th August 2017, Methods Analytics will provide data packs for IH inspections through to this date under the current contract, negating the need for a contract extension period. Late fee charges will remain as in CCN3 and charged in accordance with the agreed contractual methodology laid out within that CCN. Additional data packs to the volumes included in this CCN will be charged at the contract fee of £ [REDACTED] per data pack and be subject to the same contract terms and conditions, without any increase to the management fee or individual pack fee.

Process amendments

This CCN also provides for the following amendments to the current contracted process to provide for a reduced requirement and volatility of volumes:

- Methods Analytics will be able to flex the delivery timeframes and Factual Accuracy checks by one week each enabling an additional two weeks production window in order to flex team capacity across months more effectively.
- CQC QA will cease at end of January 2017, enabling an extension to the data pack production window by 3 days.
- Ad-hoc data packs which do not fit into the categories above or require bespoke templates or tailored PIRs will be costed separately as per the current contract.
- Large resubmissions of data from providers after an initial full submission will be deemed an additional data pack and costed on top of the original fee for that inspection. CQC will be given the option to rewrite the data pack or use the original data.

Additional requirements and approach to Insight Development for IH Acute and IH Mental Health

IH Insights

This CCN commissions Methods Analytics to carry out additional but related activities permissible under section 72 Modification of contracts of the Public Procurement Regulations 2015 in support of CQC Insight development to include the continuation of IH

Acute Insights phases 1 - 3. These are:

- IH Acute Insights phase 4
- IH Mental Health Insights phases 1 – 4

The delivery phases for IH Insights is as follows (note that IH Acute Insights phases 1 – 3 was commissioned via CCN2s):

IH Acute Insights phase 4: Prototyping

The list of acute indicators which was a result of phases 1 – 3 is still relatively long and Methods Analytics will hold a workshop with CQC to finalise which of these are to be included in the final Insights tool, and to identify the detailed requirements and general format of the Acute Insights tool. Methods Analytics will then carry out the build phase, which will involve initial discussions and iteration of the prototype Insight too and a further workshop with CQC at this stage will allow the draft prototype to be shared within CQC for discussion and review. Following the outcome of this workshop, the prototype will be iterated and a specification document produced. Methods Analytics will give a final presentation of the prototype to CQC, and any final adjustments made, before final delivery of the prototype and specification document. If further work is required over and above this, then the additional work will be costed using the day rates shown below in Table 5.

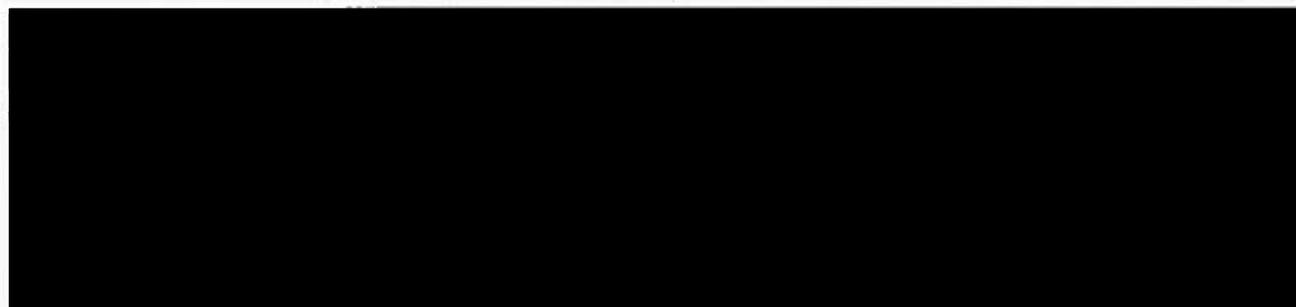


Table 3: Acute Insights Phase 4 Project plan

IH Mental Health Insights phase 1: Scoping Indicators:

CQC has already gone some way to identifying appropriate indicators for the IH Mental Health Insights tool. A list of approximately 60 indicators has been provided by CQC which categorises these indicators into 'batches'. Following an initial kick-off meeting, Methods Analytics will test indicators from batches A, D and E. These are CQC indicators (9), PLACE indicators (4) and Patient experience indicators (2) respectively. Following this, Methods Analytics will need to identify potential indicators from the following:

- CQC list of data sources:
 - Care Quality Commission (CQC): DoLs, Cassidy 8, PIR
 - NHS England: FFT, NHS Standard Contract Measures, CQUINs, Never Events
 - Other Commissioner data (e.g. CCGs): Clinical outcomes, routine collections
 - NHS Digital: NHS Safety Thermometer
 - Royal Colleges: External accreditation schemes
 - Ministry of Justice

- Parliamentary Health Service Ombudsman (PHSO): Complaints
- Independent Sector Complaints Adjudication Service (ISCAS): Complaints
- Safeguarding Adults Boards (SGABs) / Association of Directors for Social Services (ADSS): Serious Case Reviews (adults)
- Local Safeguarding Children Boards (LSCB) / NSPCC: Serious Case Reviews (children)
- General Medical Council: Revalidation of Doctors
- Nursing and Midwifery Council: Revalidation of Nurses
- CQC ASC indicators
- SSQD Indicators (7 Mental Health dashboards):
 - MH CAMHS
 - MH Deaf Service
 - MH Eating Disorders
 - MH Gender Identity
 - MH Low Secure
 - MH Medium Secure
 - MH Perinatal
- Others not already identified in the public domain

Note that IAPT is out of scope and only indicators relating to inpatients will be considered for inclusion in the Mental Health Insights tool.

Following the identification of these indicators there may still be a requirement to collect data directly from providers. The current MH PIR will be used as a basis to determine other indicators that cannot readily be obtained through other sources and therefore must be obtained directly.

The cohort list will be refreshed and developed using a combination of KP90 submissions, MHLDDS submissions and CQC visits. Locations will also be mapped to ODS codes using postcode lookups.

Following initial indicator scoping and provider location mapping, Methods will hold a workshop with CQC to shortlist the indicators and to identify issues with any of the current selection. The indicator list will be iterated by Methods and where appropriate, benchmarking and time trends will be investigated for each. This should culminate in another workshop to identify the final shortlist to be used in the Mental Health Insights tool.

IH Mental Health Insights phase 2: Indicator metadata documentation

Following agreement of the indicator list from Phase 1, full indicator definitions will be documented for each indicator.

IH Mental Health Insights phase 3: Prototyping

A workshop will be carried out to identify the detailed requirements and general format of the MH Insights tool. Methods Analytics will then carry out the build phase, which will involve initial discussions and iteration of the prototype Insight tool. Methods will hold a further workshop with CQC at this stage to allow the draft prototype to be shared. Following

the outcome of this workshop, the prototype will be iterated and a specification document produced. A final presentation of the prototype will be given to CQC by Methods together with any final adjustments made, before final delivery of the prototype and specification document. If further work is required over and above this, then the additional work will be costed using the day rates shown below in Table 5.



Table 4: Mental Health Insights Project plan

PRICE OF THE CHANGE AND SCHEDULE OF PAYMENTS:

Methods Analytics were contracted to undertake this additional work as part of CCN2. This CCN4 includes the additional duration of delivery and the two further phases of IH Insights. These are:

- IH Acute Insights phase 4
- IH Mental Health Insights phases 1 – 3

The costs below for this activity are for analytical day rates and will remain within the contract commercial structure and mirror those in the agreement for the Provision of Inspection Analysis Services, dated 27 August 2015:

A table area is completely blacked out, indicating redacted information. This area covers the content of Table 5.

Table 5: Analytical day rates

IH Acute Insights Phase 4

The table below outlines the cost of IH Acute Insights Phase 4 (Prototyping). The price quoted is exclusive of VAT.

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Table 6: Acute Insights costs

A breakdown of these costs is shown below:

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Table 7: Acute Insights cost detail

IH Mental Health Insights

The table below outlines the cost of IH Mental Health Insights Phases 1 to 3. The price quoted is exclusive of VAT.

IH Mental Health Insights Phase		Total (Ex. VAT)
Kick-off meeting		
Phase 1. Scoping Indicators		
Phase 2. Indicator metadata documentation		
Phase 3. Prototyping		
Total		

Table 8: Mental Health Insights costs

A breakdown of these costs is shown below:

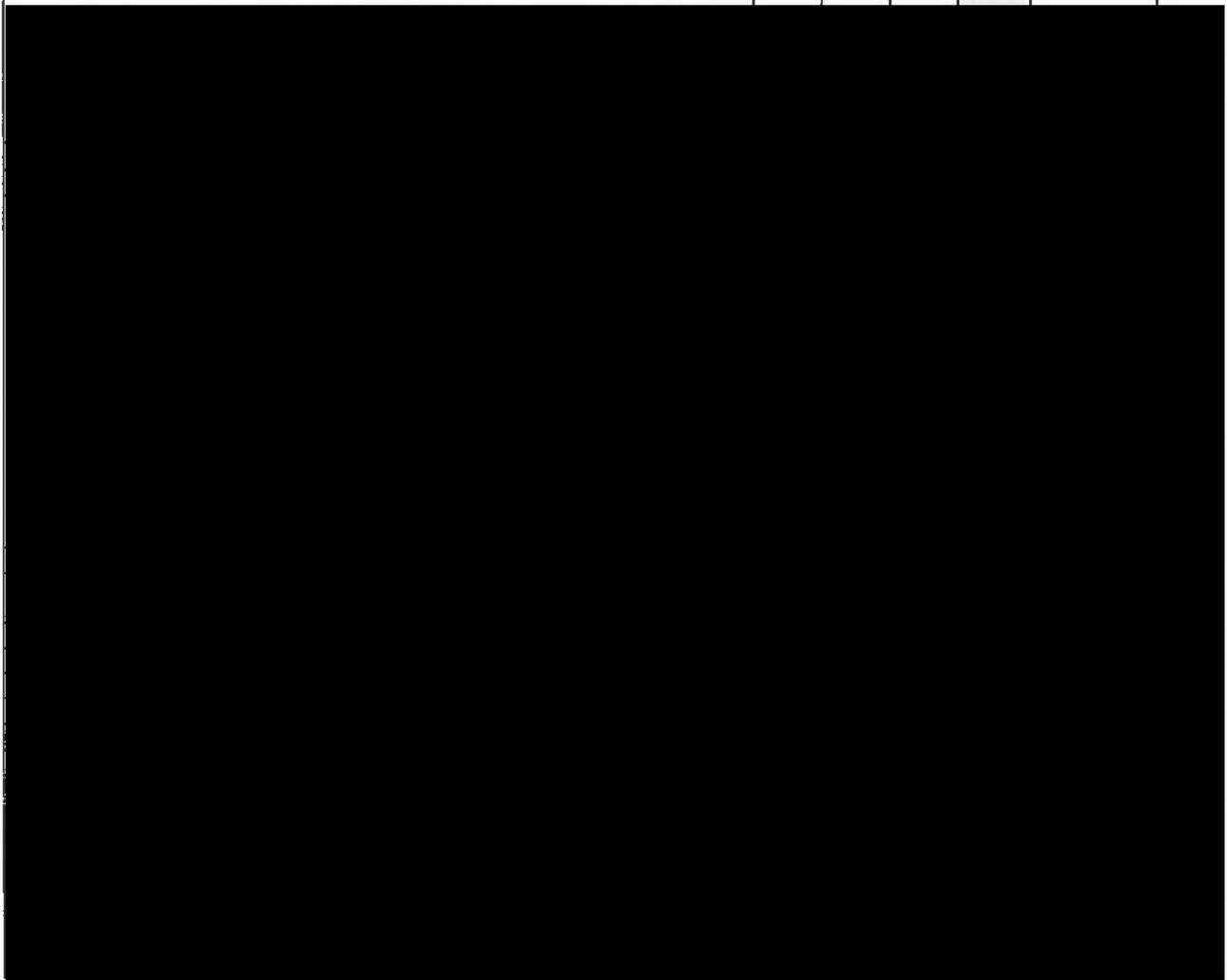


Table 9: Mental Health Insights cost detail

Additional data packs

If CQC requires additional data packs over and above the volumes stated in Table 2, these will be undertaken and delivered for the standard rate of [REDACTED] each and will be subject to late fees as per CCN3.

Contract finance summary

This proposal will result in the contract closing with the CQC holding a surplus against the contract budget of £1,348,488.10 (CCN2) as shown below in Table 10:

	£ /Value
Total value of contract	[REDACTED]
Total invoiced to end of January 2017	
Total NQAG value outstanding @ 30%	
Cancellation charges to end of January	
Fixed fees for data packs 02/17 – 09/17	
IH Acute Insights 1-3	
IH Acute Insights 4	
IH Mental Health Insights 1-3	
End of contract position	

Table 10: Contract financial summary

Note that the fixed fee of [REDACTED] for data packs from 1st February 2017 to end of September 2017 includes a reduced management fee for September. This has been reduced by 50% to [REDACTED]

The current forecast for contract surplus of [REDACTED]

TIMETABLE FOR IMPLEMENTATION

From 1st February 2017 through to 30th September 2017.

IMPACT OF THE CHANGE

This proposal will result in the contract closing with the CQC holding a forecasted surplus against the original financial envelope in CCN 2 [REDACTED]

DATE OF EXPIRY OF CCN 004:- 6th August 2017

SIGNATURE BY CQC .. [REDACTED]

Print Name [REDACTED]

Date... [REDACTED]

SIGNATURE BY METHODS ANALYTICS LIMITED..... [REDACTED]

Print Name. [REDACTED]

Date.....2 [REDACTED]

