

### Change Control Note

CCN 2	TITLE: Schedule for inspections	ORIGINATOR: ██████████
DATE 11 <sup>th</sup> August 2016	CHANGE EFFECTIVE FROM: 24 <sup>th</sup> May 2016	
RECOMMENDATION FOR CHANGE by ██████████		

REASON for CHANGE – A change in the individual sector volumes for inspection analysis activity by CQC has resulted in the need to recast the total volume of inspection analysis packs required together with the level of resource effort to deliver these. The revised requirement has been reviewed against ██████████ and a reduction in effort of ██████████ together resulting in a reduction in contract value of ██████████ as indicated in the table below:

Movement in volumes for CCN - Methods							
Sector	Contract Effort	ITT Volume	Revised Volume	Diff. in Value	Baseline Effort	New Effort	Effort Change (Days)
Acute Hospital							
Acute Single Speciality							
Community							
Mental Health							
Substance Misuse							
Service							
<b>Total</b>							
<b>Value</b>							

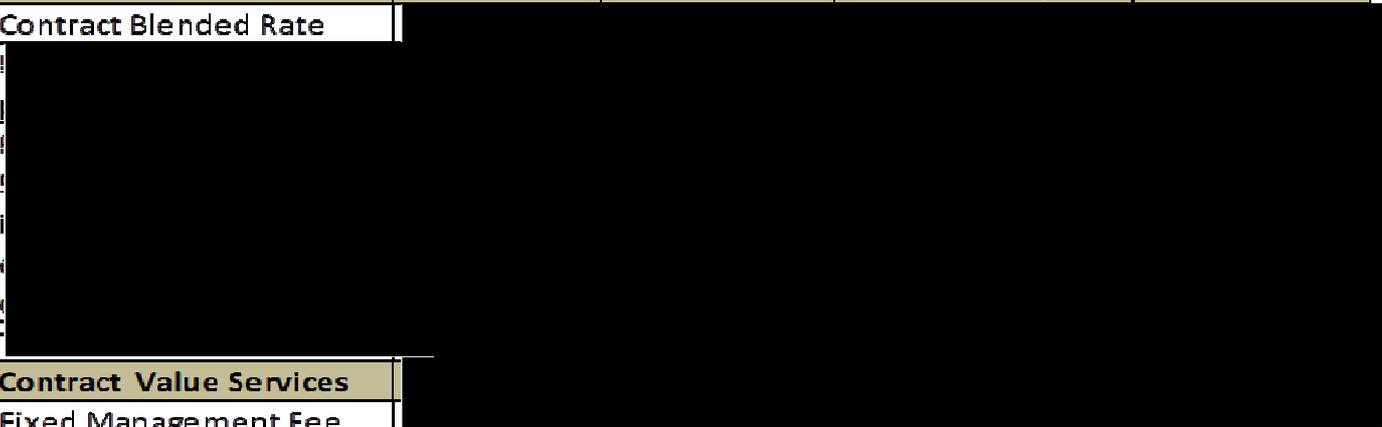
The reduction in contract value does not reflect a comparable reduction in effort due to the individual sector packs requiring differing levels of effort whilst the pricing structure is being based on a single price per pack.

In recognition of this, there is a need to recast the pack price to reflect the effort required to deliver the volume change. In addition the individual price per pack commercial methodology would penalise Methods in respect of flexibility of deployment across pack production.

This excess capacity of ██████████ days will be used to deliver additional analysis services to be agreed throughout the remaining life of the contract and charged at the blended rate for these services as detailed in the contract on page 54 of the contract

**FULL DETAILS OF THE CHANGE**

Details of changes to the volumes CQC wishes to put through the contract with Methods for inspection analysis packs is as follows:

	Rate	Revised Volumes	Excess days	Total
<b>Contract Blended Rate</b>				
<b>Contract Value Services</b>				
<b>Fixed Management Fee</b>				
<b>Total Contract Value</b>				

- CQC is offering an uplift of the fee rate for post  packs by  from £  to 
- Any efficiencies that result in a reduction in effort either through automation or a reduction in effort due to CQC changing requirements for analysis content will accrue equally to both CQC and the supplier.
- Penalty charges will be calculated on the previous post  rate of  not on the new rate of £ 

**PRICE OF THE CHANGE AND SCHEDULE OF PAYMENTS**

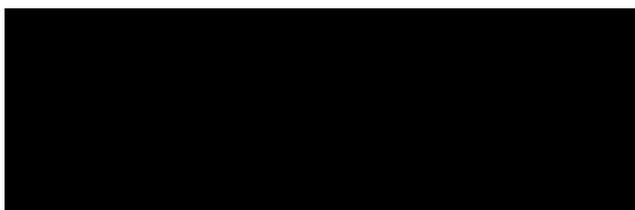
The payment mechanism within the contract that reflects the contract will remain the same.

**TIMETABLE FOR IMPLEMENTATION**

**From** 24<sup>th</sup> May 2016

DATE OF EXPIRY OF CCN 002:- end of contract on 6<sup>th</sup> August 2017

SIGNATURE BY CQC



SIGNATURE BY METHODS ANALYTICS LIMITED

**Impact Assessment Form**

CR NO. CCN 2	TITLE: Schedule for inspections	DATE RAISED: 24 <sup>th</sup> May 2016
PROJECT: Analytical support for CQC independent sector inspection programme		REQUIRED BY DATE: ASAP
DETAILED DESCRIPTION OF CONTRACT CHANGE FOR WHICH IMPACT ASSESSMENT IS BEING PREPARED AND DETAILS OF ANY RELATED CONTRACT CHANGES:  None		
PROPOSED ADJUSTMENT TO THE CHARGES RESULTING FROM THE CONTRACT CHANGE:		
<b>Contract Pricing</b>	<b>Old Pack rate</b>	<b>New Pack Rate</b>
	£	
	£	
DETAILS OF PROPOSED ONE-OFF ADDITIONAL CHARGES AND MEANS FOR DETERMINING THESE (E.G. FIXED PRICE OR COST-PLUS BASIS): Nil		
DETAILS OF ANY SERVICE LEVELS AFFECTED: None		
DETAILS OF ANY OPERATIONAL SERVICE IMPACT: None		
DETAILS OF ANY INTERFACES AFFECTED: None		
DETAILED RISK ASSESSMENT: n/a		
RECOMMENDATIONS: That these necessary changes are approved.		

**Change Authorisation Note**

CR NO. CCN2	TITLE: Schedule for Analytical Services in Independent Healthcare Inspections	DATE RAISED: 24 <sup>th</sup> May 2016
PROJECT: Analytical support for CQC independent sector inspection programme	TYPE OF CHANGE: Contract	REQUIRED BY DATE: ASAP
[KEY MILESTONE DATE: <i>if any</i> ] N/a		
DETAILED DESCRIPTION OF CONTRACT CHANGE FOR WHICH IMPACT ASSESSMENT IS BEING PREPARED AND DETAILS OF ANY RELATED CONTRACT CHANGES:  None		
PROPOSED ADJUSTMENT TO THE CHARGES RESULTING FROM THE CONTRACT CHANG ARE AS FOLLOWS:		
Contract Pricing	Old Pack rate	New Pack Rate
[REDACTED]	[REDACTED]	[REDACTED]
DETAILS OF PROPOSED ONE-OFF ADDITIONAL CHARGES AND MEANS FOR DETERMINING THESE (E.G. FIXED PRICE OR COST-PLUS BASIS):  Nil		
SIGNED ON BEHALF OF THE AUTHORITY:	SIGNED ON BEHALF OF THE CONTRACTOR:	
[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	
[REDACTED]	[REDACTED]	
[REDACTED]	Date: <u>24/08/2016</u>	