

South West London and Surrey County Council Joint Health Scrutiny Committee and South West London Health and Care Partnership Trigger document.

This trigger form is to be used by SWL HCP , and where appropriate it's constituent CCGs, to provide information about possible changes to health service provision in the area.

The form should be sent to the relevant area scrutiny committee Chair and support officer as soon as practically possible when a change which may be substantial is being considered.

TRIGGER TEMPLATE

NHS Trust or body & lead officer contacts:

Commissioners e.g. CCG, NHS England, or partnership. Please name all that are relevant , explain the respective responsibilities and provide officer contacts:

Trigger**Please comment as applicable****1. Reasons for the change & scale of change**

What change is being proposed?

Why is this being proposed?

What is the scale of the change? Please provide a simple budget indicating the size of the current investment in the service, and any anticipated changes to the amount being spent.

Are you planning any patient and public participation activities (engagement or consultation)?

Please briefly describe what stakeholders you will be engaging with and how. If you have already carried out consultation please specify what you have done.

Are you building on any existing sources of patient and public insight or data?

2. Are changes proposed to the accessibility to services?**Briefly describe:**

Changes in opening times for a service

Withdrawal of in-patient, out-patient, day patient or diagnostic facilities for one or more speciality from the same location

Relocating an existing service

Changing methods of accessing a service such as the appointment system etc.

3. What patients will be affected?**Briefly describe:
(please provide numerical data)**

Changes that affect a local or the whole population, or a particular area in the borough.

Changes that affect a group of patients accessing a specialised service

Changes that affect particular communities or groups

Impact on people and communities across the nine protected characteristics (plus carers). How will disadvantages be minimised or positive impacts

enhanced?	
Impact on reducing health inequalities between patients – access and outcomes	
Has an Equality and Health Inequalities Analysis been done or planned? If so how and when? How will you ensure that seldom heard communities or those experiencing health inequalities are involved?	

4. Are changes proposed to the range or methods of service delivery?

Briefly describe:

Impact on range of services provided
 Delivering care using new technology
 Reorganising services at a strategic level

5. What impact is foreseeable on the wider community?

Briefly describe:

Impact on other services (e.g. children's / adult social care)

What is the potential impact on the financial sustainability of other providers and the wider health and social care system?

6. What are the planned timetables & timescales and how far has the proposal progressed?

Briefly describe:

What is the planned timetable for the decision making

What stage is the proposal at?

What is the planned timescale for the change(s)

7. Substantial variation/development

Briefly explain:

Do you consider the change a substantial variation / development?

Have you contacted any other local authority OSCs about this proposal?

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