



## GUIDANCE ON NEW QUARTERLY REPORTING TEMPLATE

### Introduction

1. Further to paragraphs 27-29 of the Operationalisation guidance issued by the Better Care Fund Task Force in March 2015, and the associated draft quarterly reporting template, the Better Care Support Team is today issuing a revised and much simplified reporting template which CCGs and LA's should use to report BCF performance for the period 1 January 2015 to 31 March 2015.
2. Our objective in revising this template has been to simplify the data requests we are making from local areas and instead gather information from other pre-existing sources and data collections where these are available. The revised template therefore asks data returns by Health and Wellbeing Board area to be submitted on the following issues only:-
  - Whether Disabled Facilities Grant has been pass-ported to the relevant local housing authority;
  - Whether a section 75 agreement is in place to pool BCF funding in accordance with the nationally approved BCF plan; and
  - Whether the six national BCF conditions are being met or are on track to be met through the delivery of the national approved BCF plan.
  - This will be the only information that we require to be provided from local areas for the return that is due by 29 May 2015.
3. The new reporting template also provides an ability to submit additional narrative text and this should be used to provide any additional information local areas feel is appropriate to support the return including explanation of any material variances against the plan and associated performance trajectory that was approved by NHS England.

### Data not being collected in this return

4. Rather than collecting national BCF metric returns around forecast performance and actual performance from local areas through a quarterly return, data will instead be gathered by the Better Care Support Team from other pre-existing data collections (mapped from CCG to HWB level), and from the approved Part 2 planning templates submitted by each Health and Wellbeing Board. There will therefore be no collection of

data around these metrics through this quarterly return. This includes forecast performance and actual performance against the following metrics:-

- Actual non-elective admissions in to hospital (general & acute), all-age, per 100,000 population;
- Permanent admissions of older people (aged 65 and over) to residential and nursing care homes;
- Proportion of people with long term conditions who feel supported to manage their condition;
- Proportion of older people (65 and over) who were still at home 91 days after discharge from hospital into reablement / rehabilitation services;
- Delayed transfers of care (delayed days) from hospital per 100,000 population (aged 18+).

5. Data in relation to the agreed local performance metrics submitted as part of the Part 2 planning template, and income/expenditure data will be collected as part of the quarterly reporting return due at the end of Quarter 1 2015-16. An updated template capturing these additional reporting requests will be circulated in early July.

#### **Process following data collection**

6. All quarterly returns should be submitted by midday 29 May 2015 and should be submitted using the excel data collection templates provided via email to [england.bettercaresupport@nhs.net](mailto:england.bettercaresupport@nhs.net)
7. Following submission, returns will undergo a single validation process. Following this data validation process a report will be published presenting the data returns submitted by each Health and Wellbeing Board Area and collating that data alongside the other national BCF metrics data (forecast and actual performance) that will have been centrally collected from other sources.

#### **Payment for Performance**

8. A revised version of the Payment for Performance analytical tool will be published once the current CCG operational planning round has been completed. This will include any revised BCF non-elective admission baselines and stretch targets that have been agreed by Health and Wellbeing Boards and enable payment for performance calculations to be made against the BCF baseline (actual performance for Q1-3 in 14/15, and any changes to Q4 2013/14 figures resulting from 12 month routine data revisions in MAR (Monthly Activity Return)). We would advise that payment for performance calculations should be undertaken on the basis of the revised tool which we anticipate publishing by early June.

9. Any questions about this quarterly reporting return or any of the associated guidance should be sent to [england.bettercaresupport@nhs.net](mailto:england.bettercaresupport@nhs.net)

NHS England Better Care Support Team 11 May 2015