



LINCOLNSHIRE LMC NEWSLETTER

BY LINCOLNSHIRE LMC SECRETARIAT

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FEATURED ARTICLE: PERFORMANCE MATTERS – THE IMPORTANCE OF TRAINED CHAPERONES

The LMC is regularly involved in representing and supporting doctors who have been identified as having “performance” issues. The LMC has identified a number of themes which recur, and this regular feature will highlight these, so that our members can avoid these pitfalls.

A recent case involved a GP who was reported for potentially inappropriate examination by parties present at a consultation who were not trained chaperones.

While the need for examination, which sometimes requires intimate examination or examination close to an intimate area may seem necessary and usual to us as clinicians to aid diagnosis, to people not trained as chaperones, this could be perceived as inappropriate. An example may be having to examine a female chest to auscultate heart sounds or palpating the groin for possible hernias.

This case was reported to NHSE and investigated.

This case highlights the importance of appropriate examination, but that making the need for examination being undertaken clear to the patient and other parties present. It also highlights that having a trained chaperone is important to support both the patient and clinician.

GMC Guidance on this is comprehensive and found at:<https://www.gmc-uk.org/professional-standards/professional-standards-for-doctors/intimate-examinations-and-chaperones/intimate-examinations-and-chaperones>

Article written by Dr Reid Baker, Medical Director, Lincolnshire LMC



Chaperone Training

Lincs LMC regularly runs Chaperone training for practice staff, this is available to book through the [LMC website](#).

There is also now an exciting opportunity to train a member of your practice team to deliver Chaperone Training in-house. To register go to <https://www.lincslmc.co.uk/product/train-the-trainer-chaperones-in-general-practice/>

LINCOLNSHIRE LMC WELCOMES A NEW TEAM MEMBER!

Lincolnshire LMC is delighted to welcome Jane Down to the team into the new role of Interface Officer!

Jane Down has dedicated over 30 years to education, serving as both a teacher and senior leader. Her extensive experience has been enriched by her recent achievement of a Masters in Education and Leadership, which has deepened her expertise in fostering collaboration and driving improvement.

Jane is now bringing her wealth of knowledge to Lincolnshire LMC as an Interface Officer. In this role, Jane will seek solutions for interface issues, provide advice and feedback to members, and promote understanding of general practice across the healthcare system. Aiming to enhance the effective working relationships between primary care and other local providers, using her leadership skills and strategic insight to support integrated care.

Outside of work, Jane enjoys spending time with her husband and three grown-up sons and her (untrained) Labrador. A lover of travel and the outdoors, she can often be found exploring old railway lines and appreciating the natural beauty of the countryside.

We are sure you will all join us in giving Jane a warm welcome!

www.lincslmc.co.uk/meet-the-team

PRACTICE CONTRACTUAL REQUIREMENT TO PROVIDE TRAVEL VACCINATIONS

A practice CANNOT opt out of giving NHS travel vaccinations, it is part of the core contract.

Travel vaccinations that must be given for free to all registered patients.

These vaccinations must be given as part of NHS provision though GMS essential services, and no fee can be charged to a registered patient:

- polio (given as a combined diphtheria/tetanus/polio jab)
- typhoid
- hepatitis A
- cholera

There are also vaccinations that are not included for free on the NHS... to read the full article [click here](#).

Article written by Nick Turner, Practice Support Officer, Lincolnshire LMC

EXCITING JOB OPPORTUNITY AT

lincolnshire *lmc* 

An exciting opportunity has opened up at the Lincolnshire LMC! We are looking for a highly motivated individual to join the LMC Team.

Assistant to the Operations Officer

This will be an important role within our organisation. We will rely on you to provide high quality administrative support to our Operations Officer, and to support the development and delivery of our services to GPs and practices.

This is a permanent post working 37.5 hours per week across 5 days.

Closing Date: 10th February 2025

For information including the job description and application form, visit:

<https://www.lincolnshirelmc.co.uk/vacancies/assistant-to-the-operations-officer-lincolnshire-lmc/>

For informal questions around the role or further information, please contact Rosa Wyldeman, Operations Officer on 01522 576659



Lincolnshire General Practice Vacancies

All Lincs general practice vacancies can be viewed on our vacancies pages, <https://www.lincolnshirelmc.co.uk/vacancies>

If you would like to list your practice vacancy please send details including, job overview, salary, how to apply, and closing date to info@lincolnshirelmc.co.uk

CARE IDENTITY SERVICE SMARTCARDS

GP practices are asked to check their smartcards for older versions and contact their Registration Authority team for replacements.

All Series 4,5 and 6 smartcards will no longer be able to sign electronic prescriptions from 31 March 2025.

Please contact the Registration Authority (RA) to arrange replacement. In Lincolnshire, the RA can be contacted through the HALO IT support system.

[Visit this page for help identifying smartcard series type and further information](#)

Article written by Nick Turner, Practice Support Officer, Lincolnshire LMC

BMA AND PCSE WEBINARS FOR 2023-24 TYPE 2 PENSION FORMS FOR SESSIONAL GPs

We previously highlighted the change of form and upload process for type 2 pension forms for 2023-24.

As a salaried GP, out of hours GP or long-term locum within a practice, you are required to complete a Type 2 Self-Assessment for each pension year, so that NHS England can ensure that all NHS pension contributions have been correctly paid and allocated correctly to the NHS Pension Scheme record.

The relevant forms must be completed by members who have undertaken practitioner pensionable work between 1 April 2023 and 31 March 2024, and should be submitted to PCSE by **28 February 2025**.

PCSE have scheduled two webinars to explain the new form and the process to upload the forms. The deputy chair of the BMA pensions committee, Krishan Aggarwal, will also be attending the webinars to support member queries.

These will be held on:

Tuesday 14 January 6pm to 7.30pm

Tuesday 4 February 6pm to 7.30pm

Please [click here](#) to register for the webinars

Article written by Nick Turner, Practice Support Officer, Lincolnshire LMC

BMA GUIDANCE ON PHYSICIAN ASSOCIATES

In response to member queries regarding the future management of physician associates (PAs) within their practices, please note the additional guidance below:

GP practices are entitled to follow [BMA Guidance](#) and [RCGP guidance on employing PAs](#).

This guidance outlines an approach to help standardise practice and reduce variation in how physician associates (PAs) will work within the general practice setting. It is complementary to previously published BMA guidance:

- Focus on medical associate professionals (MAPs) in general practice
- Safe scope of practice for MAPs and
- Guidance for the supervision of MAPs.

The guidance aims to provide a framework to support physician associates to work safely in general practice, for patients, their employers, and GP supervisors. Whilst the guidance in this document does not bind practices who employ PAs, both this and the BMA's preceding guidance provide a useful reference guide when PAs are working in general practice, to help support safe working.

However, it is for individual practices to decide whether to follow the guidance, and if they do decide to follow it, what steps to take to implement any changes.

A GP practice may decide to restructure how they deliver their services in order to follow the guidance. If such a restructure results in duties being removed from one or more PA in the practice, this could result in a redundancy situation arising, i.e. where there is a reduced requirement for physician associates to carry out work of a particular kind.

As a GP partner, and BMA member, if redundancy is an option your practice is considering, or you have questions regarding how to manage the employment relationship with your physician associate, please [contact the BMA Employer Advisory Service](#) at the earliest opportunity.



Article written by Dr Reid Baker, Medical Director, Lincolnshire LMC



5 FEBRUARY 2025, 13:00 - 13:30

MICROSOFT TEAMS,

Mental Capacity and Best Interests

Delivered via Microsoft Teams this useful bitesize session will cover the following topics: - Paternalism and autonomy – the shape of the Mental Capacity Act - Making decisions and available options - Assessing capacity - The best interests decision maker, and the role of family and LPAs - Best interests decisions, and when to go to Court. - Q&A



11 FEBRUARY 2025, 09:00 - 13:30

MICROSOFT TEAMS,

Safeguarding Adults Level 3 Training

This course will provide you with the knowledge, understanding and skills to identify and respond to safeguarding concerns within your role. Aimed at staff members who are new to the area or new to role and have not completed Safeguarding Adults Level 3 Training before, or for practice staff whose training has lapsed.



28 FEBRUARY 2025, 12:00 - 12:00

Level 5 General Practice Manager Apprenticeship – Expressions of Interest

Level 5 Operations or Departmental Manager Apprenticeship accredited by the Institute of Leadership and Management (ILM). This course has been tailored to be relevant to general practice, this is a rare opportunity as there are very few courses at this level, specifically tailored to general practice, also it is a very well recognised qualification.

COMING SOON - SAVE THE DATE:

NB Medical Hot Topics Update

For GPs and other advanced clinical practitioners

Wednesday 21st May 2025 (evening)

Your LMC Day

For Practice Management, GP Partners, Other interested practice staff

Tuesday 1st July 2025 (full day)

Lincolnshire Practice Management Conference

For Lincs Practice Managers and other managers in Lincs General Practice

Thursday 18th and Friday 19th September 2025 (residential)

New sessions added regularly, for a full list of what is available visit the [Lincs LMC training & events pages!](#)



Mentoring & Coaching

Available free of charge for all Lincolnshire General Practice Staff



MENTORING & COACHING CAN BENEFIT YOU AND YOUR ORGANISATION IN MANY WAYS:



- Help to make improvements to your work life balance
- Allow you to manage transitions positively
- Create a positive focus on achieving your aspirations
- Improve your motivation



- Develop & enhance your leadership skills
- Improve your resilience
- Build your confidence

01522 576659 | INFO@LINCSTLMC.CO.UK

www.linclslmc.co.uk/wellbeing

This service is available free of charge for Lincolnshire GPs, Nurses & Practice Managers .



Take - 30 Service

Don't lock your feeling away, call or email the Take-30 service to arrange a confidential conversation, we are here to listen.



Not quite 100% but can't quite put your finger on what is wrong? In need of a break but not able to switch off?... Take-30 and let's talk!



It may feel small and insignificant at first, but locking your feelings away can lead to them growing negative until your whole outlook on life changes, leaving you feeling overwhelmed and out of control. Talking is such a simple thing but it has the power to change perspective.

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www.linclslmc.co.uk/wellbeing



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