

Introduction

- House keeping – fire exits, toilets, phones etc
- What this presentation is going to cover
- Introduction to project team and *adam*
- Please make sure you've signed in
- Please keep all questions until the end

Background

Previously North Staffordshire and Stoke-on-Trent CCGs have directly liaised with you regarding commissioning and contracting arrangements for Individual packages of care or ongoing support for people with Section 117 entitlement and complex mental health needs including individuals with Acquired Brain Injuries.

To consolidate the Case Management and commissioning processes across the 6 Staffordshire CCGs this service will be directly managed by the Complex Cases team from Midlands and Lancashire Commissioning Support Unit.

The service will be live from 1st September 2019. The case management of children or individuals with a learning disability remains unchanged.

Process Change

Contractual Arrangements

- All Providers will need to complete an Accreditation and Enrolment, this process provides the necessary Governance Assurance.
 - You will be kept informed when your Enrolment will/has expired
- A consistent approach to commissioning as the contractual agreement is under the T&Cs of the NHS Standard Contract
- Individual Service Agreements (SA) will be generated which are specific to the patient, the SA provides details of the required care delivery and specifies the agreed costs

Financial Arrangements

- Previously Providers would have been required to submit invoices; payments will now be made by using the Service Receipt functionality in *adam*. The benefits of this being:-
 - Prompt payment – invoices not being held in dispute
 - Less administration resource
 - Paperless process
 - Payment audit trail to assist with cash forecasting

An aerial photograph of a city at sunset. The sun is low on the horizon, casting a warm orange glow over the cityscape. The buildings are densely packed, and the sky is filled with soft, colorful clouds. A semi-transparent blue box is overlaid on the left side of the image, containing text.

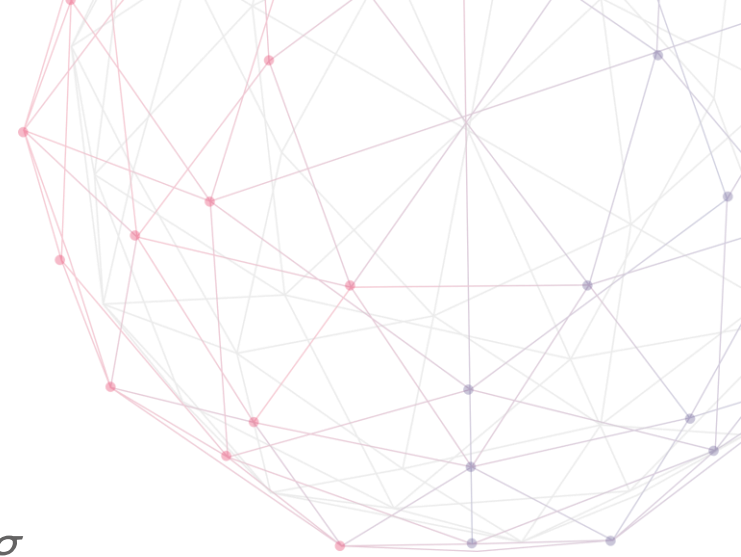
Midlands and Lancashire
Commissioning Support Unit

Complex Care

Hello

we are adam – enabling individual wellbeing

Our Human Touch Technology™
service connects individuals (and their advocates) - with
professionals and a dynamic supply network to enable
improved individual wellbeing



adam

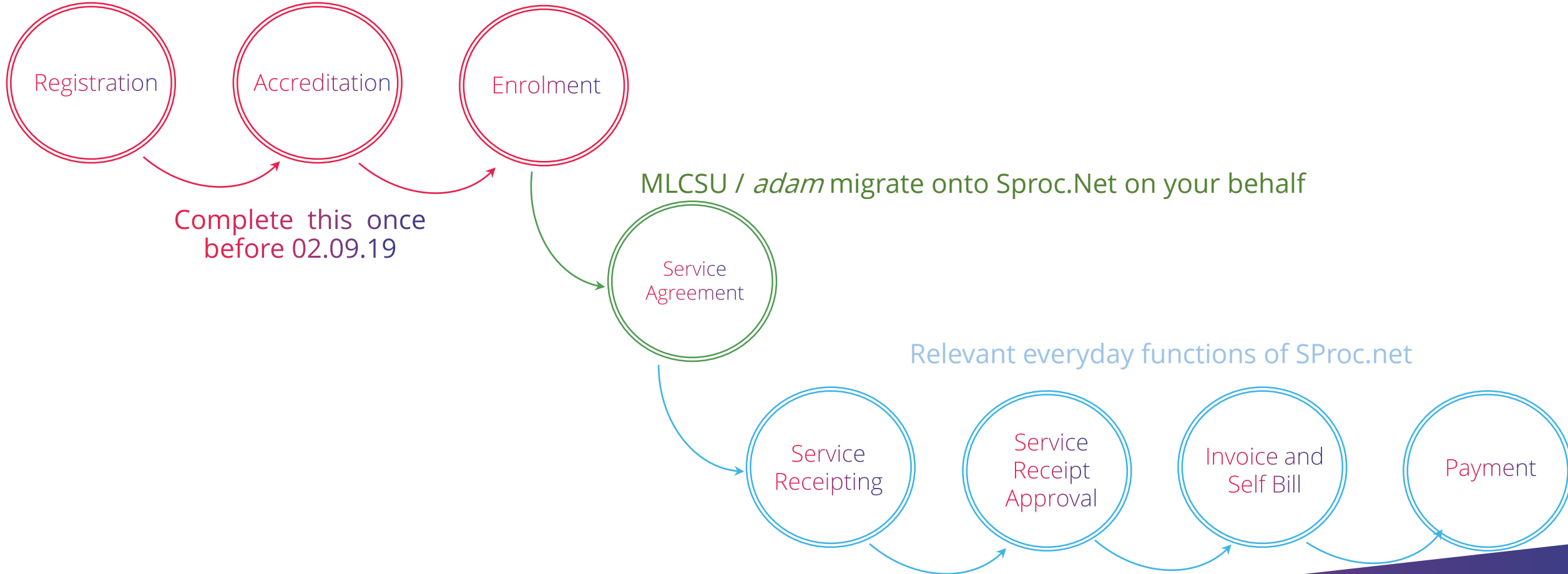
Terminology

- *adam* – the company that runs the SProc.Net system
- SProc.Net - the system used to manage the invoicing process
- Dynamic Purchasing System (DPS) - Electronic procurement model
- Demand.sproc.net - This website is home to all documents & guides relevant to Complex Care
- Accreditation and Enrolment (A&E) – Selection criteria required to be met to be approved on Sproc.Net.
- Service Agreement (SA) – a contract to deliver the package.
- Service Receipt (SR) – the receipt/invoice for the delivery of the package.
- Self Bill – System Generated Invoice.

www.sproc.net www.demand.sproc.net/clients

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SProc.Net



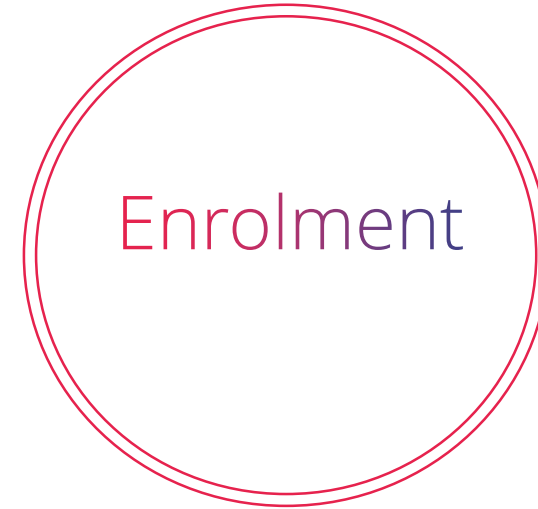
Becoming an Approved Provider



Head office completes
company details



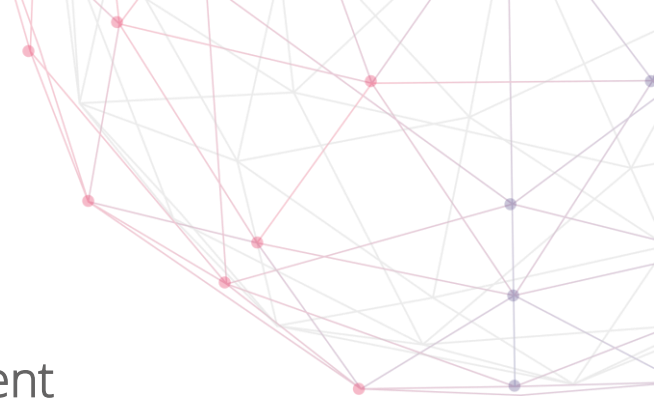
Head office completes
this



Each individual care provider / facility
completes this once the AC has been
submitted by head office



Becoming an Approved Provider



Accreditation

1. Declaration Statement

Enrolment

1. NHS Standard Contract
2. Evidences of Insurances
3. Financial Information
4. Service Provider CQC Registration Certificate

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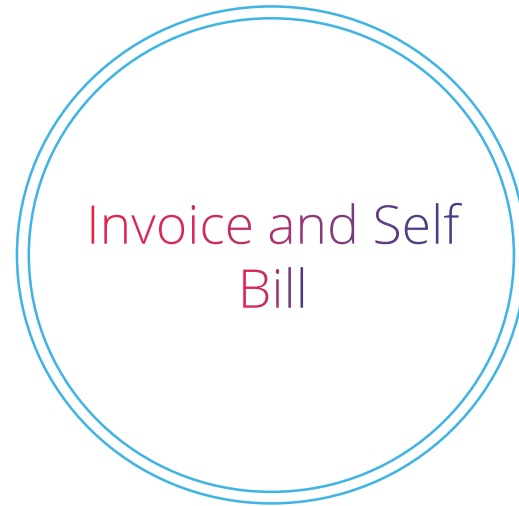
Service Receipting & Billing



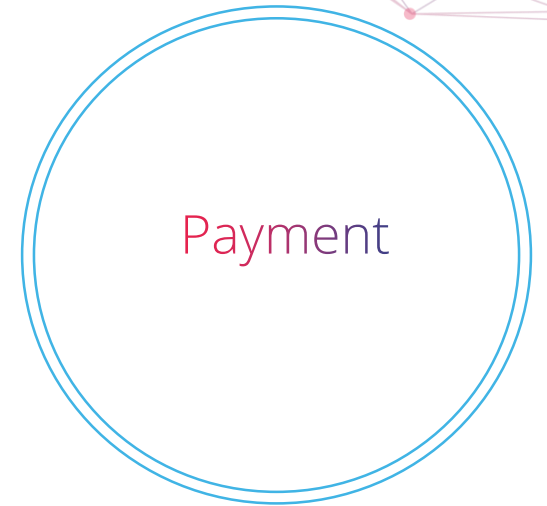
Weekly submission
of work completed



Approval of funds
within agreed
tolerances



Invoice and Self-Bill
visible



Payment sent out



Accreditation and Enrolment Demonstration

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Next Steps

Drop-in Sessions

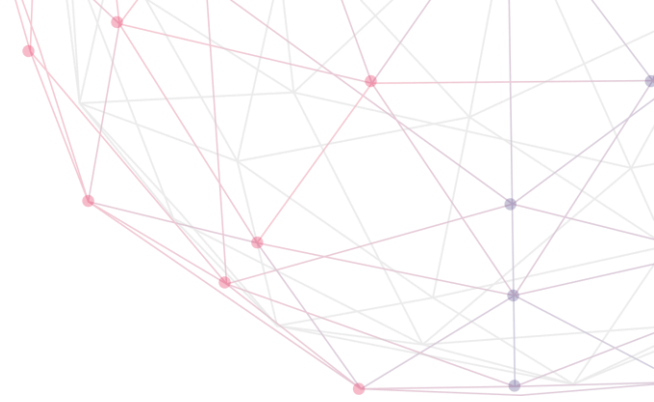
- 20th & 21st August
- We recommend that someone from your organisation attends

Training Sessions

- Look out for upcoming training events - dates TBC
- System Demos

www.sproc.net www.demand.sproc.net/clients

Help & Assistance



For queries regarding your Accreditation & Enrolment applications please contact *adam* :

Email: supplier.engagement@useadam.co.uk.

Phone: Chloe – 07850 913 121

For any technical queries or issues, please use the adam **LIVE CHAT** function on SProc.Net

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Any Questions?

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