

**BROMLEY CLINICAL COMMISSIONING GROUP  
INDIVIDUAL FUNDING REQUESTS  
ANNUAL REPORT 2013-2014**

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**TO BE CONSIDERED BY:**

Bromley Clinical Commissioning Group

**I  
INVOLVEMENT REQUIRED:**

For information and endorsement

**SUMMARY**

The Report summarises the requests for individual funding received by Bromley CCG in 2013/14. These include applications for prior approval against the restricted access criteria contained in SEL Treatment Access Policy (TAP).

**KEY ISSUES**

Bromley CCG decides to retain IFR process at local level, the other 11 CCGs in South London commission this service from South London Commissioning Support Unit (SLCSU).

SLCSU manage the acute contracts on our behalf, including monitoring activity associated with the TAP and providing Reports on any challenges. This was previously carried out by Bromley CCG information team. Queries on who is receiving this Report from CSU and any possible over-performance.

The acquisition of South London Healthcare Trust by King's College Hospital Trust has resulted in difference on interpretation of the Treatment Access Policy (TAP) regarding certain procedures which require prior approval (i.e. reduction in requests for pinnaplasty surgery for children).

From 1<sup>st</sup> April 2013, NHS England (NHSE) became responsible for commissioning a number of specialised services (143 in total), including requests for cancer drugs. This has impacted on number of drug applications received by Bromley CCG.

## INTRODUCTION

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This report provides a background of individual funding requests (IFRs) received by the Bromley Clinical Commissioning Group for the period 2013/14. IFRs are requests for procedures, drugs, specialised treatments and devices, which are not routinely funded, but may be funded on an exceptional basis following review through the IFR process. This also includes applications for prior approval for procedures included in the SEL Treatment Access Policy (TAP) under Section One. They fall under the restricted access criteria and are considered to be of low priority.

All CCGs in SE London adhere to definitions contained in the SEL Individual Funding Request Policy. Although Bromley CCG continue to assess Individual Funding applications at a local level, continuity and equity of decision making is maintained by regular liaison with our SLCSU colleagues. Bromley CCG also regularly attends the quarterly meeting of the SE London Individual Funding Request Strategy & Public Health Acute Commissioning Support Group. Trends and patterns are monitored across the patch and the Group discuss issues surrounding the TAP, including updating and reviews of the procedures outlined in the Policy.

The data used in the report are drawn from the Bromley CCG IFR database, which records patient and referrer details, procedure requested and some information on progress of the request through the system.

## THE IFR PROCESS

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SLCSU now deal with commissioning and managing of the acute contracts on behalf of Bromley CCG. Therefore commissioning decisions are not made at local level in this respect, but will be highlighted in the decision making tables on page 4, as these were considered in previous years.

An Additional Funding Request Panel (AFR) has been set up to deal with applications for community patients, these include requests for specialist equipment and treatment packages, often for continuing healthcare patients.

- **New Requests**

All applications are assessed by the IFR clinical triage team (Individual Funding Request Manager and Local Commissioning Manager in the first instance). This includes patient validation, making sure requests are complete, logging onto database and initial review to establish whether there is sufficient information upon which to make a decision. At this stage they will decide which funding route is appropriate.

### Stage 1

- **IFR Triage**

Requests for funding are considered in various ways and can be signposted to the following decision routes (the Report refers to these groups as 'Review Groups'),

- Triage Group
- Individual Funding Request (IFR) Panel
- Additional Funding Request (AFR) Panel

### **Triage Group**

Since the introduction of the SEL Treatment Access Policy (TAP), certain procedures can be routinely funded if they meet agreed criteria. Within this TA Policy there are two sections – Schedule 1 (prior approval) and Schedule 2 (prior approval not required). Certain cosmetic procedures such as breast reduction, pinnaplasty, excision of benign skin lesions are included in Schedule 1.

A Consultant or GP has to apply for funding for any Schedule 1 procedure, even if they consider that a patient meets with the criteria. A process has been set up to review the cases against the criteria. This is conducted by the Triage Group and consists of a Commissioning Manager, IFR Manager and Medical Lead. All the administration for this process is carried out by the IFR Manager. The clinical triage group also review applications that are not contained in the TAP, i.e. requests for specialised treatment.

### **Stage 2**

The clinical sub group can:-

- Agree to fund (circumstances meet the criteria)
- Not agree to fund (circumstances do not meet criteria)
- Cancel the request (patient/referrer withdraws the application).
- Refer to the IFR Panel (case does not meet criteria but there are exceptional circumstances that need to be considered)
- Request further information from the referrer (Applications that do not provide enough information are referred back with an explanation)
- Query dealt with (i.e. letter or application received, but unable to process through IFR due to incomplete application or referrer is just seeking clarity).

Please note if cases are turned down by the Triage Group, the referrer is offered the opportunity to apply for funding again if they can provide further information that was not originally considered, to demonstrate that a patient has exceptional clinical circumstances or can meet the criteria within the SEL TAP.

### **Individual Funding Requests (IFR) Panel**

Only applications which have been reviewed by the triage process and considered to be based on exceptional clinical circumstances will be discussed at the Individual Funding Request Panel meetings. Meetings are currently held one a month.

### **Additional Funding Request (AFR) Panel**

These are requests for additional funding for community patients, usually specialised equipment, which are not routinely available on the NHS. Panel members include Continuing Care Nurses, Commissioning Manager and Local Commissioner. Meetings are held once a month.

### 3. Requests for individual funding between 2010 and 2014

	10/11	11/12	12/13	13/14
Cosmetic	195	170	163	128
Drug	47	55	49	21
Other	104	96	98	69
<b>TOTAL</b>	<b>346</b>	<b>321</b>	<b>310</b>	<b>218</b>

There has been a great reduction in the overall numbers of requests received for 1<sup>st</sup> April 2013 to 31<sup>st</sup> March 2014, this is probably due to NHSE dealing with applications for specialised commissioning (including cancer drug requests), which were previously dealt with locally. In addition there is a large reduction in the requests for cosmetic procedure, this is believed to be due to many acute Trusts not seeking prior approval for procedures under Section 1 in the Treatment Access Policy.

### 4. Type of request received and reviewed by appropriate group

<b>Triage Group</b>	<b>type of treatment</b>	<b>10/11</b>	<b>11/12</b>	<b>12/13</b>	<b>13/14</b>
Cancelled requests or query dealt with (all types)	Cosmetic	72	76	72	52
	Drug request	5	7	14	8
	other	25	34	36	30
<b>Cancelled/query total</b>		<b>102</b>	<b>117</b>	<b>112</b>	<b>90</b>
Triage Group	Cosmetic	115	89	90	60
	other	4	11	35	9
	Drug Request	1	3	7	6
<b>Triage Group Total</b>		<b>120</b>	<b>103</b>	<b>132</b>	<b>75</b>
Commissioning	Cosmetic	0	2	N/A	N/A
	Drug request	22	16		
	other	70	41		
<b>Commissioning Total</b>		<b>92</b>	<b>59</b>	<b>N/A</b>	<b>N/A</b>
IFR Panel	Cosmetic	8	2	6	10
	Drug request	19	29	28	8
	other	5	10	6	2
<b>IFR Total</b>		<b>32</b>	<b>41</b>	<b>40</b>	<b>20</b>
AFR Panel	Equipment	N/A	N/A	16	16
	Treatment	N/A	N/A	5	12
	Package			0	
<b>AFR Total</b>				<b>21</b>	<b>28</b>
Pending	Cosmetic	0	1	5	5
	drug	0	0	0	0
	Other	0	0	0	0
<b>Pending Total</b>		<b>0</b>	<b>1</b>	<b>5</b>	<b>5</b>
<b>Grand Total</b>		<b>346</b>	<b>321</b>	<b>310</b>	<b>218</b>

### 5. Request for Funding by Triage (Review Group)

<b><i>Triage/pending</i></b>	10/11	11/12	12/13	13/14
Cancelled Cases/Query dealt with	102	117	112	90
Pending Cases	0	1	5	5
<b>Total</b>	<b>102</b>	<b>118</b>	<b>117</b>	<b>95</b>
<b><i>Triage Group decisions</i></b>	10/11	11/12	12/13	13/14
Approved	43	53	90	38
Declined	77	48	42	37
<b>Total</b>	<b>120</b>	<b>101</b>	<b>132</b>	<b>75</b>

<b><i>Commissioning</i></b>	10/11	11/12	12/13	13/14
Approved	58	43	N/A	N/A
Declined	34	17	N/A	N/A
<b>Total</b>	<b>92</b>	<b>60</b>	<b>N/A</b>	<b>N/A</b>
<b><i>IFR Panel</i></b>	10/11	11/12	12/13	13/14
Approved	8	19	14	5
Declined	24	23	26	15
<b>Total</b>	<b>32</b>	<b>42</b>	<b>40</b>	<b>20</b>
<b><i>AFR Panel</i></b>			12/13	13/14
Approved			7	12
Declined			14	16
<b>Total</b>			<b>21</b>	<b>28</b>
<b>Total All</b>	<b>346</b>	<b>321</b>	<b>310</b>	<b>218</b>

<i>Total agreed to fund</i>	109	115	111	55
<i>Total agreed to fund %</i>	31.50%	35.83%	35.80%	25.22%

## 5.1 Triage Group

There is an overall reduction in numbers this year, but the requests for cosmetic procedures under the TAP arrangements remains a high percentage of the total number of requests received (117 of 218). The triage panel successfully review applications quickly, referring those back which do not have sufficient information or no longer require CCG approval.

With the introduction of many specialised services now being directly commissioned by NHSE (bariatric services, cancer drug treatments, treatment abroad applications) this has had a knock-on effect to requests received at local level. The most dramatic reduction (just over half) has been in the applications for drugs that were previously reviewed by Bromley CCG. This has enabled the IFR to reduce Panel meetings from twice to once a month, due to reduced workload.

<b>Appeals Received</b>	10/11	11/12	12/13	13/14
<b>Categories</b>				
Drugs	1	3	2	0
Cosmetic	9	4	6	4
other	2	2	0	0
<b>Total</b>	<b>12</b>	<b>9</b>	<b>8</b>	<b>4</b>
<b>Appeal not upheld</b>	<b>12</b>	<b>7</b>	<b>6</b>	<b>4</b>
<b>Referred back to IFRP</b>	0	2	2	0
<b>IFRP funded on appeal</b>	0	1	0	0
<b>Reconsideration Total</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>

## Overall Report Summary

Bromley CCG will continue to retain the Individual Funding Request process locally, the only CCG in South East London to do so. This is because the process continues to work well, due to strong links with resources available locally (Prescribing, Public Health, Commissioning and Appeals Panel). This consistent approach to dealing with the many applications received has resulted in only 4 appeals received for 2013/14. The smooth running of the IFR process in Bromley has maintained continuity of decision making for our patients, together with a speedy and efficient service at a local level. The IFR Manager continues to attend all SL IFR Development Policy meetings, to ensure that the views of Bromley CCG are heard and their comments taken on board.

## Specialised Commissioning – NHS England

Although the NHSE specialised commissioning manual explains that they are responsible for complex children's services, this does not apparently include requests for specialised equipment, which are still to be agreed at local level. Hence the rise in applications considered by the AFR Panel.

**SL IFR Policy 2014**

This will replace the old SEL IFR Policy, but adopts the same principles under which requests for funding are considered by the 12 CCGs in South London.