

## SCHEDULE 1

### CONTENT OF AGREEMENTS

#### PART 1

#### PROVISION OF SERVICES

##### **Premises**

1. Subject to any plan which is included in the agreement pursuant to regulation 18(3), the provider shall ensure that the premises used for the provision of services under the agreement are—

- (a) suitable for the delivery of those services; and
- (b) sufficient to meet the reasonable needs of the provider's patients.

##### **Attendance outside practice premises**

2.—(1) In the case of a patient whose medical condition is such that in the reasonable opinion of the provider—

- (a) attendance on the patient is required; and
- (b) it would be inappropriate for the patient to attend at the practice premises,

the provider shall provide services to that patient at whichever in the provider's judgement is the most appropriate of the places set out in sub-paragraph (2).

(2) The places referred to in sub-paragraph (1) are—

- (a) the place recorded in the patient's medical records as being the patient's last home address or (where the patient's medical record is not immediately available) the place confirmed by the patient as being the patient's home address;
- (b) such other place as the provider has informed the patient and the Health Board is the place where the provider has agreed to visit and treat the patient;
- (c) where the provider has a list of patients, some other place in the provider's practice area; or
- (d) where the provider has no list of patients, some other place within the area specified in the agreement pursuant to regulation 18(1)(e).

(3) Nothing in this paragraph prevents the provider from—

- (a) arranging for the referral of the patient without first seeing the patient, in a case where the medical condition of that patient makes that course of action appropriate; or
- (b) visiting the patient in circumstances where this paragraph does not place the provider under an obligation to do so.

##### **Clinical reports**

3.—(1) Where the provider provides any clinical services other than under a private arrangement, to a patient and either—

- (a) the provider has no list of patients; or
- (b) the patient is not on the provider's list of patients,

the provider shall, as soon as reasonably practicable, provide a clinical report relating to the consultation and any treatment provided, to the Health Board.

(2) The Health Board shall send any report received under sub-paragraph (1)—

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- (a) to the person with whom the patient is registered for the provision of essential services (or their equivalent); or
- (b) if the person referred to in paragraph (a) is not known to it, to the Health Board in whose area the patient is resident.

#### **Storage of vaccines**

4. The provider shall ensure that—
- (a) all vaccines are stored in accordance with the manufacturer’s instructions; and
  - (b) all refrigerators in which vaccines are stored have a maximum/minimum thermometer and that readings are taken on all working days.

#### **Infection control**

5. The provider shall ensure that the provider has effective arrangements for infection control and decontamination.

#### **Duty of co-operation in relation to primary medical services**

- 6.—(1) A provider which does not provide to its patients—
- (a) essential services;
  - (b) a particular additional service;
  - (c) a particular enhanced service; or
  - (d) out of hours services, either at all or in respect of some periods or services,
- shall comply with the requirements specified in paragraph (2).
- (2) The requirements referred to in paragraph (1) are that the provider shall—
- (a) co-operate, insofar as is reasonable, with any person responsible for the provision of that service or those services;
  - (b) comply in core hours with any reasonable request for information from such a person or from the Health Board relating to the provision of that service or those services; and
  - (c) in the case of out of hours services, take reasonable steps to ensure that any patient who contacts the practice premises during the out of hours period is provided with information about how to obtain services during that period.
- (3) Nothing in this paragraph shall require a provider, whose agreement does not include the provision of out of hours services, to make itself available during the out of hours period.

#### **Duty of co-operation in relation to primary medical services**

- 7.—(1) Where a provider will cease to be required to provide to its patients—
- (a) essential services;
  - (b) a particular additional service;
  - (c) a particular enhanced service; or
  - (d) out of hours services, either at all or in respect of some periods of services,
- the provider shall comply with any reasonable request for information relating to the provision of that service or those services made by the Health Board or by any person with whom the Board intends to make arrangements for the provision of such services.