

## Arrangements for contract management and reporting to accommodate the restructuring of NHS Wales

### Contract Management on POL

All contracts will be shown against existing LHBs on POL until June 2010. From July 2010 contracts will be allocated to one of the new LHBs.

Until July 2010 all new contracts that are set up through a new LHB will need to be entered onto POL in the same way as is currently done. This includes the need to allocate all contracts to one of the existing LHBs.

There will be no change to the allocation of contracts on POL against LHBs from October 2009. From that point all contracts will remain allocated to the existing LHB.

From July 2010 all contracts will be re-allocated to the new LHBs. There will be separate messaging to POL users about this nearer the time. This will be carried out centrally by NHS DS and no action is required by LHBs to effect this re-allocation.

Thereafter all new contracts will be set up on POL against one of the new LHBs. There will be no other changes to the way that contracts are set up or maintained on POL.

### LHB Reports

The current structure in place with the NHSDS reporting systems for 22 LHBs will remain until 30 June 2010 with all reports continuing to be provided at the current LHB level. This will continue through the year end 2009/10 reporting cycle (ending June 2010). No further reports at the current LHB level will be produced after June 2010

NHSDS will also provide the Payment and Recharge Summary and Contract Summary Reports created at the new LHB level every month from October 2009 (in addition to continuing to provide all reports at the current LHB level). The reports will be provided at LHB level only i.e. with no individual contract level data included. These reports will be made available to all POL/E Reporting users for the LHBs that comprise the respective new LHBs.

From July 2010 changes will be made to the POL and E Reporting systems to reflect the changes in the NHS Wales structure.

Thereafter all reports will be produced at this level. For completeness the reports for the period April to June 2010 will also be produced and published at this level during July 2010.

### POL and E Reporting User set ups

There will be no changes made to the rights of POL or E Reporting users at LHBs unless these are effected or requested directly by the LHB concerned.

As contracts will be maintained at existing LHB levels and reports produced at this level until June 2010 it is possible for existing users to remain active and to manage contracts and reports as at present.

Nevertheless, new LHB managers may wish to consider reviewing the arrangements for their POL and E Reporting Users from October 2009 with a view to consolidating these roles to reflect the new LHB structure.

From October 2009 the options available will be:

To maintain existing user arrangements until July 2010. This will result in separate individuals having access to contracts set up and reports produced at existing LHB levels and all users having access to the new LHB reports (Payment and Recharge Summary and Contract Summary) that will be produced from October 2009.

To redefine POL and E Reporting users such that the same users or a subset of existing users have access to the contract management roles (POL administrators) and reports (E Reporting users) for one or more of the existing LHBs that comprise the new LHBs.

From July 2010 changes will be made to the POL and E Reporting systems to reflect the changes in the NHS Wales structure. At this point all extant system users and user rights will transfer to the new LHBs.