

## Enhanced Public Health Programme

# Application Process and Service Provider Guidance Notes

## Background

In line with the rest of England, the health of Doncaster's population is improving, however a persistent gap exists between the health of the most disadvantaged people and the better off, as measured by life expectancy and measures of morbidity.

Tackling the causes of ill-health and reducing health inequalities is a priority of:

- The Government – Public Service Agreements on Health Inequalities
- NHS Doncaster – Commissioning Strategy

The White Paper Choosing Health – making healthy choices easier (2004) identified the following priorities for action:

- Reducing the numbers of people who smoke
- Reducing obesity and improving diet and nutrition
- Increasing exercise
- Encouraging and supporting sensible drinking
- Improving sexual health
- Improving mental health

These priorities form the 'core offer' of the Enhanced Public Health Programme, as many of these issues are common to most of the disadvantaged communities. Other priorities identified may be area specific and will also be addressed within the commissioning prospectus.

The Enhanced Public Health Programme is part of a strategic approach to tackling health inequalities. Evidence-based interventions will address the differing priorities of disadvantaged communities using additional programmes of activity.

It is intended to lead to a substantial improvement in health by tackling the wider determinants of ill health including housing, environment, education and employment, also promoting healthy lifestyles as well as increasing uptake and access of health services.

## **Enhanced Public Health Programme Areas**

- Askern
- Carcroft
- Clay Lane
- Denaby Main
- Edlington
- Hexthorpe
- Highfields
- Hyde Park
- Mexborough
- Moorends
- Rossington
- Stainforth
- Thorne
- Toll Bar
- Woodlands

## **Contracts**

The contracts will be between the provider and NHS Doncaster.

Contracts are for service delivery from the date of agreement until March 2011 and will be reviewed periodically. Contracts in Phase 1 will not exceed £50,000.

Decisions regarding the awarding of contracts will be made by a multi-agency commissioning panel using a scoring system, and their decision will be final.

The contracts will be awarded in two or more phases. Phase 1 services will be advertised at the event on 29<sup>th</sup> June 2009. It is expected that phase 2 services will be advertised by the end of July 2009, on both the NHS Doncaster website and the Doncaster CVS website and also by email to organisations who are on the contact list drawn up from the delegates attending the event.

Providers may work in partnership to deliver the service and must clearly indicate their partnership/sub-contractual arrangements in the application.

## **Process & Timeline**

**Important dates (for guidance only – may be subject to change):**

### **Phase 1**

15th July 2009 (4.00 pm)	Closing date for Application Forms.
22nd July 2009	Phase 1 panel meets to consider Application Forms
31 <sup>st</sup> July 2009	Final decision made and provider notified
August 2009	Contracts are agreed and signed
September onwards	Phase 1 work commences under each contract / feedback & support given to unsuccessful applicants

### **Phase 2**

21 <sup>st</sup> August 2009 (4.00 pm)	Closing date for Application Forms.
28 <sup>th</sup> August 2009	Phase 2 panel meets to consider Application Forms
7 <sup>th</sup> September 2009	Final decision made and provider notified
September 2009	Contracts are agreed and signed.
October onwards	Phase 2 work commences under each contract / feedback & support given to unsuccessful applicants

## **Finance**

The contracts are funded through NHS Doncaster and will normally be paid monthly in arrears, ie work delivered in November should be invoiced for, no later than 5<sup>th</sup> of the following month (5<sup>th</sup> December in this case). Payment will be received approximately 9<sup>th</sup> January.

## **Monitoring Paperwork**

The provider will provide monitoring reports on a quarterly basis clearly demonstrating performance against the key performance indicators (stated in the service specification)

## **Quarter Dates:**

Quarter 1 (April/May/June)

Quarter 2 (July/August/September)

Quarter 3 (October/November/December)

Quarter 4 (January/February/March)

## **Evaluation**

Providers will be required to provide relevant information for an independent evaluation of the service, which will be undertaken and completed by 30<sup>th</sup> September 2010.

## **Further Help & Support**

If you have any specific questions around completing the Application Form or want to know more about the programme please contact

NHS Doncaster Enhanced Public Health Programme Coordinators

Debbie Leyden 01302 566094

Clare Falgate 01302 566127

Community and voluntary organisations should contact Doncaster CVS on 01302 343300

## **Deadlines & Address for completed Application Forms**

The closing date and time for submission of completed Application Forms is 4.00 pm on 15<sup>th</sup> July 2009. **This will not be extended in any case.**

Application Forms must be an original signed printed paper version, it is preferable for application forms to be submitted in a typed format. However for office purposes we also require applicants to submit an electronic version of their application, email to: [EPHP@doncastercvs.org.uk](mailto:EPHP@doncastercvs.org.uk)

## **Please return your fully completed Application Form to:**

PRIVATE AND CONFIDENTIAL  
Enhanced Public Health Programme  
Doncaster CVS  
Units 5 & 6 Trafford Court  
Doncaster  
DN1 1PN