

ANY QUALIFIED PROVIDER – [INSERT CARE TYPE]

PREPARATION ASSURANCE FRAMEWORK FOR COMMISSIONERS IN READINESS FOR POSTING AN OFFER ON SUPPLY2HEALTH

Item	Description	Status Open/Complete	Notes
1	Market Assessment		
1.1	Has a market assessment been carried out to identify the current market and the potential extent of the market?		
1.2	Has provider engagement been carried out to ensure providers are aware of the opportunity and are engaged?		
1.3	Has the list of key contacts at current and potential providers been given to the QCE to ensure an appropriate notification of the offer?		
1.4	Has the analysis of current contract liabilities and exit costs been identified to reduce financial risk to the PCT?		
1.5	Has the service start date been defined to allow the QCE to correctly advertise the offer?		
1.6	Has adequate patient engagement been conducted that's supports choice of provider? Contracts have been lost in the past; providers have behaved in unprofessional ways.		
2.	Specification		
2.1	Has full engagement and consultation been carried out with the CCG boards on the specification design?		

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2.2	Has the final specification been signed off in accordance with local governance arrangements?		
2.3	Have any proposed changes to the specification been discussed with the QCE with agreement to allow appropriate lots to be developed?		
3	Tariff development		
3.1	Has the tariff been produced and appropriate consultation been carried out with the local provider market?		
3.2	Has the tariff been produced in line with Department of Health Guidance on tariff setting and PbR?		
3.3	Has appropriate consultation taken place with the local provider market to assess the acceptability and sustainability of the tariff?		
3.4	Has the tariff been signed off in accordance with local governance processes?		
4	Qualification criteria		
4.1	Have any additional qualification criteria been identified made available to the QCE?		
4.2	Have the qualification criteria been set at a level appropriate to the market and will this provide appropriate patient choice?		
4.3	Have any additional qualification criteria been identified and submitted to the QCE for inclusion in the offer documents?		

Item	Description	Status Open/Complete	Notes
5.	Applicable policies, local or otherwise, over and above those specified in the National Contract		
5.1	Have all national polices been reviewed and specified for inclusion in the AQP offer?		
5.2	Have all local polices been reviewed and specified for inclusion in the AQP offer?		
6.	Local IM&T policies		
6.1	Have local IM&T policies been defined for inclusion in the AQP offer documents?		
7	Other Considerations		
7.1	If the incumbent provider does not qualify are sufficient arrangements in place to ensure appropriate handover of electronic records, assets etc? This may not be so much of an issue with AQP but when but when contracts have been lost in the past, providers have behaved in unprofessional ways.		