

Contract Title: Breast Imaging

DURATION OF CONTRACT

Duration of contract	Initial Period of 36 months with an option to extend for another 24 months.
Start date of contract	01/12/2025.
End date of contract	30/11/2028.
Extension period	1 year + 1 year to a maximum extension end date to 30/11/2030.
Extension notice	12 weeks before expiry of the initial period in writing.

SERVICE SPECIFICATION

NHS Trusts in Lancashire and South Cumbria require the provision of medical breast imaging and reporting services. To assist with reducing waiting times and to ensure that patients are seen within the correct time frame and the reporting of these scans will also be available in a timely manner. They may also be needed to attend the MDT meetings and preparation when required.

The Trust involved is Blackpool Teaching Hospitals (BTH).

Location of services to be delivered.

At the Contract Commencement Date, services will be delivered at the following sites:

- Blackpool Victoria Hospital FY3 8NR

Mobilisation requirements

Services are expected to commence on 01/12/2025. Contract signature is expected to occur with enough time to onboard the successful supplier before this date.

The following steps will be required prior to service commencement:

ID badges must be provided by BTH, CVs to be checked and approved by the Authorities, confirmation all mandatory training has been completed e.g. manual handling, Basic Life Support.

Service Days Required

Week to week the number of sessions required will vary. Below are the potential sessions that services may be required for. The Commercial Response Template details the anticipated scan volumes per annum. Services will not be required at BTH on Christmas Day.

Blackpool Teaching Hospital: Monday-Friday 8.30am – 5pm (2x session).

Over summertime 3-4 weeks additional cover, Monday-Friday 8.30-5pm (2x session).

Potentially weekend cover, bank holidays and ad hoc weekday cover may be needed, times may vary but would be agreed in advance.

Staff Experience and Qualifications

A Breast Radiologist must hold the following experience:

Mandatory

- Prior NHS experience.
- GMC Registration.
- Enhanced DBS.
- Inclusion on specialist register.
- MB ChB or equivalent.
- FRCR or equivalent.
- MRCP or equivalent.
- Demonstrate minimum English Language requirements of an Allied Health Professional as described by NHS Professionals. See Appendix 2.
- Experience and competence to write and verify own reports.
- Working knowledge of RIS/PACS systems.

Desirable

- Experience with AGFA PACS.
- Experience with Hologic and GE ultrasound machines.

Registrations Required

CQC Registration.

Cyber Essentials.

Number of cases/scans/named activity to be completed during contract

A typical day will require the completion of a certain number of scans and reports:

Minimum of 10 patients per session, a session being a half day either a morning or afternoon slot at an estimated 4 hours per session. If the supplier is doing a full day this equates to two sessions, so estimated 8 hours and 20 patients. Sessions to include Mammography, Ultrasound and Intervention procedures.

Reporting to include Mammography, Ultrasound and MRI. If there is no mammography capacity on the day, or there are last-minute cancellations, there is the expectation the supplier will contribute towards general reporting.

Below is an example of the entire patient pathway on the day.

Meet patient, ID patient, scan, report scan, compliance with comms of urgent findings (Rad Alert).

Patient Booking

BTH will book all patient appointments in line with existing local procedure. A list of patients will be provided on the day.

The Supplier, or their staff, must not amend or cancel any bookings or lists. All changes must be completed by BTH.

Room Availability & Booking (if applicable)

BTH: As detailed above in Service Days Required section.

Supplier staff must be on site with enough time to start the first patient at the time listed.

All equipment provided.

Equipment (if applicable)

Desktop PCs provided by BTH.

Logins provided by BTH.

BTH to provide ID badges

Staffing Availability & Rotas

Where possible and for the purposes of booking clinics, BTH to provide the supplier approximately 6 weeks' notice of which sessions are required.

Minimum Notice to Supplier of not requiring services: 48 working hours.

Minimum Notice to BTH of inability to provide service: 48 working hours.

Supplier responsibilities

Supplier to comply with local policies and procedures.

Supply must comply with local scanning protocols.

Comms of urgent findings

BTH: Utilise Rad Alert IT system.

Supplier Procedures

The supplier must provide a procedure that allows BTH to identify the original report writer to allow clinical clarifications. E.g. inclusion of report writer name and contact details at bottom of report.

The supplier must provide a procedure that allows BTH to raise clinical discrepancies to the supplier.

Trust Responsibilities

Booking patients, provide patient lists on the day, providing adequate room space, provide equipment that is appropriately maintained with Quality Assurance up to date, Trust PCs for Admin and Reporting, PPE, clinical consumables, medical devices training. DNA's will be covered via BTH not the supplier.

KPIs

Quarterly Service Review either via teams or face to face.

Report audit - trust will do internal audits and share this in the quarterly reviews.

Compliance with local policies and procedures by the double reports.

Consistency of staff, same radiologist(s) to attend where possible.

Patient complaints escalated to the Trust within 48 hours, complaints/incidents from patients are handled in line with Trust Policies and Procedures.

supplier to ensure mandatory training Moving and Handling, Basic Life Support, etc is completed.

Reporting sessions output is to be inline with RCR guidelines.

TARIFF/PAYMENT TERMS

Invoices will be submitted to the individual Trusts account payable departments monthly. The appropriate accounts payable email addresses are listed below. All invoices must note a valid Trust PO and Contract Reference. They must include a detailed description of services for e.g. number of clinical sessions in a calendar month.

Blackpool Teaching Hospitals invoicing/ accounts payable team: 382.bth@elfsap.co.uk

ICT & IG REQUIREMENTS

Logins to Trust IT systems will be provided via BTH.

A DPIA must be completed by BTH and the Supplier prior to the first utilisation of the contract. The DPIA must be completed in line with local Information Governance procedures. Any identified risks from the DPIA must be mitigated before services can commence.

Processing of patient data and images in pursuit of formulating clinical reports. The processing of the data will only take place during contracted hours.

The nature of the data processing will only be to ascertain the clinical indications of each patient and produce a report on the trust clinical systems to support this objective. The company or its agent will not retain any data outside of the trust.

The data is preserved only within the trust, no reproduction or retention of any data from the company or its agent is required in this contract.

TRAINING & INDUCTION

Familiarisation with site.

Refresher training for equipment.

TERMS OF CONTRACT

The contract will be awarded under NHS Terms and Conditions for the Provision of Services (PA23) Legal Liability must be provided in line with schedule 2 clause 14 of the contract terms and conditions.

The Supplier or BTH may terminate the contract by providing three months written notice. The service model for this contract must not require future recruitment of staff currently employed by BTH.

BTH must Pre-approve all CVs of each individual Supplier staff member prior to that staff member beginning work with BTH. The CV's must include staff names, qualifications, and references. References must be provided prior to Radiologist attending site. BTH retains the right to refuse a staff member based on lack of qualifications or poor references. Following review of a CV, BTH may request a trial period for that staff member with specifics of the trial agreed between BTH and the Supplier.