

Extract from the Standing Financial Instructions

7 NHS STANDARD CONTRACTS

7.1 NHS Standard Contracts

7.1.1 The Board of Directors of the Foundation Trust shall regularly review and at all times maintain and ensure the capacity and capability of the Foundation Trust to provide the commissioner requested services referred to in the Monitor Licence.

7.1.2 The Chief Executive, as the accounting officer, is responsible for ensuring the Foundation Trust enters into suitable NHS Standard Contracts with CCGs and other commissioners for the provision of NHS services. The Foundation Trust will follow the priorities contained within the schedules of the contract, and wherever possible, be based upon integrated care pathways to reflect expected patient experience. In discharging this responsibility, the Chief Executive should take into account:

- a) the standards of service quality expected;
- b) the relevant national service framework (if any);
- c) the provision of reliable information on cost and volume of services;
- d) that the contract builds where appropriate on existing partnership arrangements.

7.1.3 The Chief Executive is responsible for ensuring that the Foundation Trust works with all partner agencies involved in both the delivery and the commissioning of the service required.

7.1.4 The Chief Executive, as the accounting officer, will need to ensure that regular reports are provided to the Board of Directors detailing actual and forecast income from the contract. This will include appropriate payment by results performance information.

7.2 Other contracts for services provided

7.2.1 The Chief Executive, as the accounting officer, is responsible for ensuring the Foundation Trust enters into suitable contracts with CCGs and other commissioners for the provision of services outside of NHS Standard Contracts.

7.2.2 The Chief Executive shall ensure (in accordance with the limits outlined in the Scheme of Delegation) that a business case is produced setting out:

- a) an option appraisal of potential benefits compared with known costs to determine the option with the highest ratio of benefits to costs; and
- b) appropriate project management and control arrangements; and
- c) the involvement of appropriate Foundation Trust personnel and external agencies; and
- d) that the Chief Financial Officer has certified professionally to the revenue and costs consequences detailed in the business case.

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