

## An introduction to registration

# Primary medical services

This is an introduction to registration for NHS primary medical services. These services must be registered with the Care Quality Commission (CQC) from **1 April 2012**.

### Who has to register?

Providers that need to be registered are those that provide **'regulated activities'** and whose **sole or main purpose is to provide NHS primary medical services**. These are services that are contracted by a primary care trust using one of the following contracts:

- General Medical Services (GMS)
- Personal Medical Services (PMS)
- Alternative Provider Medical Services (APMS)
- NHS Act 2006 Section 3 (contracts with the Secretary of State).

Examples include GP practices, GP out-of-hours services and some walk-in centres.

### Why do we need to register?

The Health and Social Care Act 2008 introduced a new single registration system across health care and adult social care. All providers who carry on regulated activities will be required by law to be registered with CQC. To do so, they must show that they are meeting **essential standards of quality and safety**. You can read our document *Guidance about compliance: Essential standards of quality and safety* at [www.cqc.org.uk/guidanceaboutcompliance](http://www.cqc.org.uk/guidanceaboutcompliance) for detailed information about the standards and the outcomes we expect people to have as a result of the care they receive.

Registration will bring all providers of health care and adult social care under a single set of essential standards for the first time. After registration, we will closely monitor whether providers are continuing to meet the standards. We will maintain an up-to-date register of providers on our website.

### Do I need to register on an annual basis?

**No, you will only need to register once.** It is not an annual exercise. Your registration will cover all of your locations and each of the regulated activities that you provide. However, once registered, it is your responsibility to keep us informed about any changes to the way the service is delivered, such as a change of location or a change to the structure of the body delivering the service – for example, if the members of a partnership provider change. It may be necessary in these circumstances for us to vary the terms of your registration or for you to make further applications.

### What is a regulated activity?

Regulated activities are set out in the Health and Social Care Act 2008 (Regulated Activities) Regulations 2010. You must register to provide each of the regulated activities that you carry on. The activities that are most likely to apply to primary medical services are:

- Treatment of disease, disorder or injury
- Diagnostics and screening procedures
- Surgical procedures
- Family planning
- Midwifery and maternity, and
- Transport services, triage and medical advice provided remotely.

See our *Scope of registration* at [www.cqc.org.uk/scopeofregistration](http://www.cqc.org.uk/scopeofregistration) for a full list of regulated activities and more information about them.

## Does each GP have to register, or is it the practice?

Registration is for providers, not individual practitioners. Each provider will register as either:

- An individual, or
- A partnership, or
- An organisation.

It is the individual, partnership or organisation that is legally responsible for the service that is required to register.

If the provider is a partnership or an organisation, the person who is in charge of the day-to-day running of the service must also register with us as a registered manager. If the provider is an individual, and they are not themselves in day-to-day charge, a registered manager is required.

## When will registration be open for applications?

All providers must be registered by 1 April 2012. We are piloting and refining the application process from January to June 2011, and we expect to launch the application process in October 2011. We will confirm the date in due course. We aim to notify all providers of the need to register and give them a deadline for their application. Before this, we may contact you to verify your provider details.

## How can I prepare for registration?

To prepare, it is important that you read the *Essential standards of quality and safety*, so that you understand what you need to do to meet the outcomes. You can use this to think about whether your services meet the standards and how you would be able to demonstrate this.

## How does registration fit with other inspection and quality assurance systems?

Our approach to registration and monitoring of compliance is targeted and risk-based. To avoid duplication, we use information from other bodies and agencies if it is relevant to the essential standards. We will work with other organisations to align different monitoring activities, and we will not ask you to collect specific data that is readily available from other sources.

## How much will it cost?

There is no fee for applying to be registered. Once a provider is registered, it will need to pay an annual fee. This has not yet been set for NHS primary medical care services. We will hold a consultation on our fees scheme for 2012/13 towards the end of 2011, and this will give you the opportunity to comment on our proposal.

## How can I keep up to date about registration?

We will publish more detailed information during 2011 about registration and how to apply. You can:

- Check the primary medical services section of our website for updates: [www.cqc.org.uk/primarymedicalservices](http://www.cqc.org.uk/primarymedicalservices).
- Join our Provider Reference Group at [www.cqc.org.uk/prg](http://www.cqc.org.uk/prg). This is an online community that gives you the opportunity to get involved and help shape the way we work with primary medical services.
- Call our National Contact Centre on 03000 616161.
- Email us at [2012registration@cqc.org.uk](mailto:2012registration@cqc.org.uk).