



Employer Pensions Notice

EPN 212

Capita Health Solutions Medical Advice Contract – revised schedule of fees

Audience This Notice will be of particular interest to:

- **Staff responsible for referring cases to the scheme medical adviser and those responsible for paying the scheme medical adviser invoices**

Action To note the changes to the scheme medical advisors fees for 2008/09

Timing Effective from 1 April 2008

Background

1. Cabinet Office – Civil Service Pensions Division (CSPD) manages the contract to provide medical advice for the Civil Service pension, compensation and injury benefit schemes. CSPD has contracted Capita Health Solutions (CHS) to provide medical advice under this contract. Capita's contract fees are reviewed annually.

Revised Fees

2. Attached to this EPN is a revised schedule of Capita's fees that come into effect from 1 April 2008. The fees have been increased in line with inflation. In addition, some fees include a small increase to cover costs of additional packaging which is required for data security purposes (See EPN 203 paragraph 8(a)).



Reference This document replaces the relevant part of EPN 170

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You can find electronic copies (PDF format) of the EPG, all current EPNs and forms on our website www.civilservice-pensions.gov.uk in the Guidance for employers section.

Capita Health Solutions (CHS) pricing structure

Pricing structure with effect from 1 April 2008

The charges shown are those which apply where all relevant information required to carry out the Contractor's (**CHS's**) obligation is available. Additional third party reports will be charged at cost plus 15%, and **CHS** will endeavour to minimise the expenditure incurred, applying rates recommended by the British Medical Association.

Where the individual service standard is not met within the time scale contained in Schedule 3 of the contract, **CHS** will credit the referring employer or **APAC** the proportion of the fee shown there. You can find details of Schedule 3 and the CHS contract on the Civil Service pensions website.

http://www.civilservicepensions.gov.uk/Employer/Capita_Health_Solutions.aspx

Table 1 CHS pricing structure

Service	CHS function	Fee
1. Not applicable	This entry has been deleted	
2. Not applicable	This entry has been deleted	
3. Medical retirement.	Consider whether a member meets the medical retirement criteria for whichever part of the PCSPS they are a member of (or the Partnership Pension Account Ill-Health Benefits Scheme as the case may be); advise on a review date, if any, for those in either the premium, classic plus or nuvos schemes; issue the appropriate scheme certificate.	£48.02
4. Medical Retirement Report	CHS will provide a written report to the employer on all medical retirement referrals, taking due regard of medical in confidence material.	£30.99 (Charged in addition to the medical retirement service)
5. First stage appeal against decision by the employer to retire or not a member on medical grounds.	To review original decision (which may or may not be on the basis of fresh medical evidence). Issue appropriate scheme certificate if appeal upheld.	£91.09
6. Second stage appeal against decision by the employer to retire or not a member on medical grounds.	The Contractor's senior physician (or deputy) reviews all the evidence relating to the case and decides whether the first stage decision not to support medical retirement was correct. Issue appropriate scheme certificate if appeal upheld. If unable to uphold, convene medical appeal board (stage 3).	£420.17 (This cost incorporates the £91.09 fee for the first stage appeal)

Table 1 CHS pricing structure		
Service	CHS function	Fee
7. Third Stage appeal to independent (of Contractor) medical review board following rejection of appeal at stage 2.	The Contractor's senior physician (or deputy) to convene an independent medical review board which prepares and issues a case report.	£91.09 (Arrangement fee) £600.00 (Chairman fee) £525.00 (Board member fee)
8. Early payment of preserved pension benefits on medical grounds.	Advise whether a former member with preserved benefits would have met the medical retirement criteria had they remained in the PCSPS employment, and issue the appropriate PCSPS certificate.	£48.02
9 Pension Allocation.	Based on a medical examination by a doctor nominated by CHS, advise whether the member wishing to allocate part of their pension is in good health.	£182.64
	Paper based referral (premium and classic plus only).	£78.73
10. Medical examination reveals health doubt.	Offer and arrange a consultation by one of it's medical referees (consultants).	£91.09
11. Examination by consultant inconclusive or where member produces contrary report by a consultant.	Offer and arrange a medical board to consider all evidence and also to report the outcome.	£91.09
	Fees for the board chair and member(s) will be at charged at cost. CHS will endeavour to minimise that cost.	
12. Advice on Civil Service Injury Benefit Scheme (CSIBS) applications.	Advise on potential CSIBS qualifying injuries, including whether there is a causal link between the specified injury and the nature of the applicant's duty (CSIBS rule 1.3). Issue the appropriate CSIBS certificate.	£78.73
13. Assessment of impairment of earnings capacity where there is a qualifying injury.	Where a CSIBS qualifying injury has occurred, advise on the degree of impairment of earnings capacity (CSIBS rule 1.7). Issue the appropriate CSIBS certificate.	£78.43

Table 1 CHS pricing structure		
Service	CHS function	Fee
14. Ad hoc issues raised by employers/APACs relating to PCSPS/CSIBS provisions requiring professional medical consideration not otherwise covered by this schedule.	Provide advice or other support as appropriate.	£1261.45 (daily rate) £756.87 (half day rate) £189.22 (hourly rate)
15. Medical retirement and other data as required by employers/APACs.	Other than as provided elsewhere in this contract, meet reasonable requests for information about the services undertaken by CHS, including analysis of type of referral and outcome in respect of cases referred by the employer/APAC making the request.	As agreed (by CHS HS and the employer / APAC on a case by case basis) Typically £78.43 per report
16. Inadequate referral - case referred without sufficient information to allow CHS to carry out requested service.	Provide report explaining why work could not be undertaken.	100% of the original referral fee
17. PCSPS Medical Examination (standard single consultation)	Provide a medical examination by an occupational health physician and produce the associated report.	£104.81
18. PCSPS Medical Examination (extended session for a complex case consultation)	Provide a medical examination by an occupational health physician and produce the associated report.	£209.01
19. Obtaining further medical evidence (does not include medical appeals, where such reports must be provided by the appellant).	Request appropriate medical information from GP/specialist, chase reports as required under Schedule 3 and make payments to third parties at cost.	Cost plus 15% admin fee
20. Medical Opinion.	Other than provided elsewhere in the contract, provide medical reports in response to customer requests.	£78.43
21. Not applicable	This entry has been deleted	
22. Re-referral – Medical retirement.	The Contractor has returned the case to the employer after carrying out the chase actions in the revised Schedule 3, charging the full appropriate fee. The case is re-referred with all the information now present. The Contractor advises and provides certificates as in Service 3 or 8 (this refers to the services outlined in this schedule).	£36.01 (75% of medical retirement product)

Table 1 CHS pricing structure		
Service	CHS function	Fee
23. Re-referral – CSIBS.	The Contractor has returned the case to the employer after carrying out the chase actions in the revised Schedule 3, charging the full appropriate fee. The case is re-referred with all the information now present. The Contractor advises and provides certificates as in Service 12 or 13 (this refers to the services outlined in this schedule).	£59.04 (75% of injury benefit product)
24. Third Party Reports.	Commission third part reports as required (does not include medical appeals, where such reports must be provided by the appellant).	Cost plus 15% admin fee
25. Non-attendance at pre-arranged face to face consultation.	Non-attendance without prior notifications.	100% of appointment charge
	Cancellation/reschedule of appointment with less than 24 hours notice.	90% of appointment charge
	Cancellation/reschedule of appointment with less than 72 hours notice.	50% of appointment charge
26. Domiciliary / home visits	In cases where the client is unable to physically attend an appointment due to medical / ill-health reasons.	£1261.45 (daily rate)
		£756.87 (half day rate)
		£189.22 (hourly rate)
27. Training courses	Provide general training for the employer, APAC, occupational health providers, etc. Workshops for HR Managers and OH providers (class sizes between 10-30 attendees).	£120.66 (for an individual place)
		£1809.90 (minimum charge for a bespoke event)
28 Injury benefit appeal	The Contractor's senior physician (or deputy) will review all the evidence relating to the case determining whether initial decision not to support injury benefit application was correct. Issue appropriate scheme certificate if appeal upheld.	£253.30

Table 1 CHS pricing structure		
Service	CHS function	Fee
29 Internal dispute resolution	The Contractor's senior physician (or deputy) will review all the evidence relating to the case providing advice as required.	£101.49 (set fee) or £189.22 per hour for complex and time consuming cases.