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CCSD

CCSD Board meeting

15th October 2024

11.30 – 13.00

MS Teams/Grant Thornton London offices



CCSD Board Meeting Agenda

Item	Description	Time	Paper ref.	Purpose	Presenting	Sponsor
1	Welcome and apologies	11:30	Verbal	-	ZV	
2	Acknowledgement of minutes and action log	11:30 – 11:35	Paper 1a and 1b	For approval	ZV	
3	Mapping of CCSD to OPCS (Update and next steps)	11:35 – 11:50	Paper 2	For information	CB/JR	
4	Ways of working update	11:50 – 12:10	Paper 3	For information and approval	CB	
5	CCSD development update	12:10 – 12:20	Paper 4	For information	ZK	
6	Draft 2025 development plan	12:20 – 12:30	Paper 5	For discussion	AP	
7	Working Group update	12:30 – 12:40	Paper 6	For information	ZK	
8	Update on sector working	12:40 – 12:50	Paper 7	For information	CB	
9	AoB - 2025 Board dates - Rotational provider representation	12:50 - 13:00			ZV	

Agenda item 1: Welcome and apologies

Verbal

Competition law compliance reminder

Please note that all CCSD meetings must be compliant with competition law:

- The CCSD Group is committed to competition law compliance. The consequences of non-compliance are grave – the organisations and individuals involved can be fined and individuals may even be sent to jail
- All CCSD meetings, formal and informal, must avoid areas that might fall foul of competition law. Examples include discussion of cartel arrangements, fee or price setting, standard conditions or contract negotiations, the exchange of commercially sensitive market information, or the sharing-out of markets.
- These parameters apply to all CCSD members and stakeholders equally, regardless of organisation type [i.e. insurer, provider or other]
- If the chair feels that the meeting is in danger of breaching competition law, they may bring the discussion to an immediate close, terminate the meeting altogether, or ask individual members to leave
- If any participant has similar concerns at any time, they should raise them immediately with the chair, and/or bring them to the attention of any CCSD member

Agenda item 2: Acknowledgement of minutes and action log

Paper 1a and 1b

Purpose: For Board
approval

CCSD Board Action Log

Only ‘in progress’ or ‘on hold’ actions are included in the table below. All other actions, including those that were actions from the last Board meeting are listed in the full agenda for this meeting. Items which are being addressed in the content of this meeting have been closed.

Date of Board	Minutes section	Agenda item	Action (s)	Lead	Status	Update report
09/07/24	3	Mapping of CCSD to OPCS	Once the mapping is finalised and agreed, GT to support a trial of the mapping before wider sector roll out and formalisation of update processes.	GT	In progress	GT have reached out to the sector and PHIN for input on testing. Responses have been received by some organisations and these have been followed up.
09/07/24	4	Use of the diagnostic schedule across the sector	GT to follow up with Healthcode to understand what would be required for mapping between their codes and the CCSD diagnostic codes and monitor CCSD diagnostic code usage across the sector.	GT/ Healthcode	In progress	GT working with Healthcode to progress this; a verbal update will be given at Board meeting
09/07/24	6	Communication and Engagement plan	GT to review and update secondary licence holder agreements and the engagement with this cohort	GT	On hold	To be picked up later in 2024 once provider licence roll out progressed
09/07/24	9	AoB	ZV to have met with all Board members individually across July and August ahead of the next Board meeting	ZV	In Progress	ZV contacting Board members

CCSD Board review report update

Complete

	Recommendation	Priority	Lead	Status	Notes
1	The Board should all remain cognoscente of the need to avoid commercials in conversation and challenge each other on this during meetings. The Board should ensure decisions are made efficiently and clearly to support CCSD's progress.	High	All Boar and GT	Complete	Question included in post Board review; no concerned raised Note added in agenda if item returning
3	GT to continue the current timescales and level of detail within Board paper, but to support Board decision add a cover sheet including paper purpose at the start of each paper.	Medium	GT	Complete	GT have added new cover sheet Chair review papers before sharing with Board WG update changed
5	Communication and engagement with the wider sector, including clinicians and providers needs to be improved to help CCSD's visibility to the sector and improve engagement with the development activities.	High	GT	Complete	Communication and engagement included as a paper in July Board agenda
7	The robotic code development work should be launched as a key pieced of good work from CCSD for the sector.	High	GT	Complete	RAS codes have now been launched, with supporting training and code use guidance Codes use to be reviewed in Jan 25

	Recommendation	Priority	Lead	Status	Notes
8	The CCSD training programme should continue to be developed and rolled out over the course of 2024 to support good coding standards and engagement with CCSD.	Medium	GT	Complete	RAS training developed CCSD core training being updated
10	GT to undertake Working Group ways of working review to consider how GT could better support WG, how technology investment could reduce manual processes and how to support WG to work at the pace needed for the sector.	High	GT	Complete	Ways of working review completed and next steps underway to explore how CCSD could rely less on manual processes
11	CCSD to have a clear 2024/25 development plan set out. Where there are topics which have been identified as having a divided opinion, these should be discussed in detail to ensure CCSD spends time and money in the right areas.	High	GT	Complete	Discussed as part of March Board meeting

CCSD Board review report update

In progress

	Recommendation	Priority	Lead	Status	Notes
4	Ensure wider representation into CCSD Board from a range of providers.	Medium	GT	In progress	Additional representation invited to provider meeting Self pay market to be considered
6	Increase clinical input into CCSD development projects and ongoing strategic direction	Medium	GT	In progress	BOFAS currently providing review of toe/ankle codes; GT will review this method once review complete
9	Increase visibility of activity between Board and WG and support members of both groups to understand the activities of the other	Medium	GT	In progress	More detail added to WG Board update Board update as part of WG meetings WG and Board to observe each others' meetings Combined working session to be arranged Member of both Board and WG part of ways of working sub group

Not started

	Recommendation	Priority	Lead	Status	Notes
2	The chair should ensure he meets with all Board member to reinforce these messages and understand members' areas of focus	Low	ZV	Not started	ZV contacting Board members to arrange

Agenda item 3: Mapping of CCSD to OPCS

Paper 2

Purpose: For information
and approval

Paper 2 – what are we asking of the Board?

Paper name	Mapping of CCSD to OPCS update
Are there any supporting documents?	No
Purpose	<ul style="list-style-type: none">• Update on engagement and testing
Proposed next steps	<ul style="list-style-type: none">• Updates to mapping based on testing and timeline for final sign off
Any additional information to note	N/A

Mapping – Engagement with stakeholders

Update

Since presenting initial work on mapping to Board in July, we have updated Working Group members about our mapping and offered detailed update sessions for interested stakeholders. We held additional sessions with colleagues that came forward, including insurers, providers and PHIN to discuss our approach, run through the mapping file and answer any other questions around the mapping project. The table below summarises key feedback received, and actions taken since the previous meeting including suggestions and queries for the Board.

Feedback from engagement	Actions since last meeting and queries / suggestions for Board
<p><u>Prioritisation of testing / quality assurance</u></p> <ul style="list-style-type: none"> • Draft mapping requires testing against submitted patient data and other mapping tables to provide assurance around its accuracy and findings should be shared • Should mapping have an external QA review after testing? 	<ul style="list-style-type: none"> • Engagement with providers across the sector to access data for testing • Mapping testing commenced, testing against other providers internal mapping solutions and submitted patient data • Discussions and arrangements for external QA are ongoing
<p><u>Accessibility</u></p> <ul style="list-style-type: none"> • How would the mapping would be shared / made available? • Would suggested OPCS mapping be available on the website when a CCSD code is searched for? • Would this be covered in the existing license fee? 	<ul style="list-style-type: none"> • Options around adding mapping to website being discussed with Module through our ways of working development • Input from Board required for final decision on whether this should be covered in existing license fee
<p><u>Detail and depth of mapping</u></p> <ul style="list-style-type: none"> • Would it be possible to have different versions available which provided different levels of mapping for different uses? • Version history in line with WG code publications and OPCS classification updates 	<ul style="list-style-type: none"> • Three different draft versions of the mapping updated – full OPCS coding, primary procedure at 4-character level, primary procedure at 3-character level • Update schedule tab included in draft mapping to outline update dates aligning with anticipated changes to the CCSD schedule and OPCS classification
<p><u>Copyright / Intellectual property</u></p> <ul style="list-style-type: none"> • Do we need to consider copyright implications of using OPCS from NHS Digital? • Protecting CCSD's IP around mapping work 	<ul style="list-style-type: none"> • We have been in contact with Information Standards at NHS Digital around the use of OPCS in mapping and discussions are ongoing – next call scheduled for 1st Oct. • Ideas around IP protection have been discussed including adding it to the CCSD copyright and sending updates to license agreements

Mapping - Testing

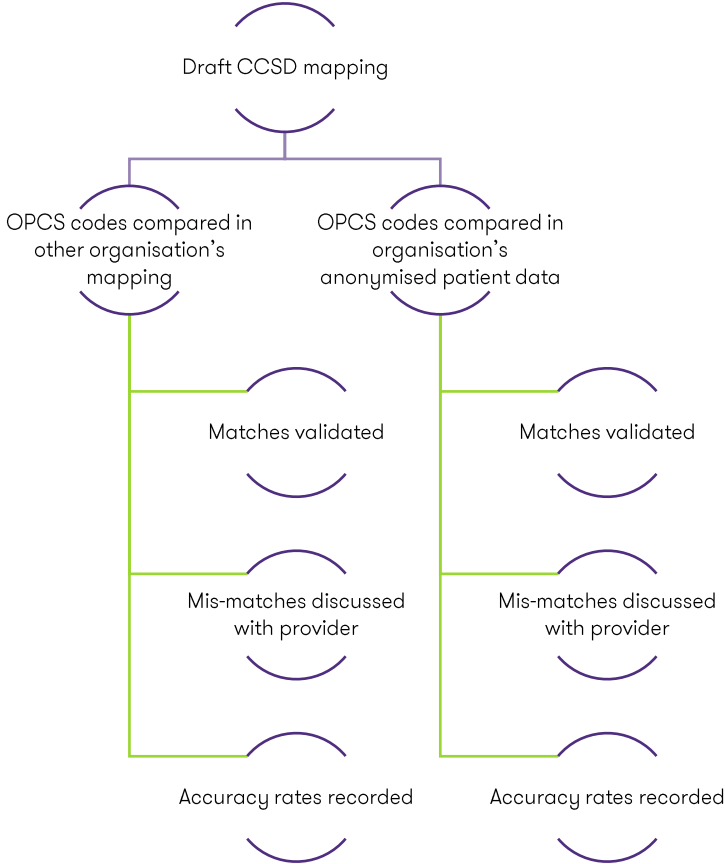
To test the draft mapping, we have compared it against other organisation’s mapping and anonymised patient coding was requested from stakeholders.

To ensure Information Governance and General Data Protection Regulation was adhered to, we only requested an anonymised patient ID, and the submitted CCSD and corresponding OPCS codes for the patient.

We used the submitted CCSD code to match with the CCSD code in our mapping and then compared the associated OPCS codes.

Where mis-matches were found, these were investigated and discussed in a post testing feedback session with the provider of the information. This was used to help identify the cause of the error and update mapping codes where necessary.

The amount codes requiring update were recorded in each element of testing as part of accuracy findings.

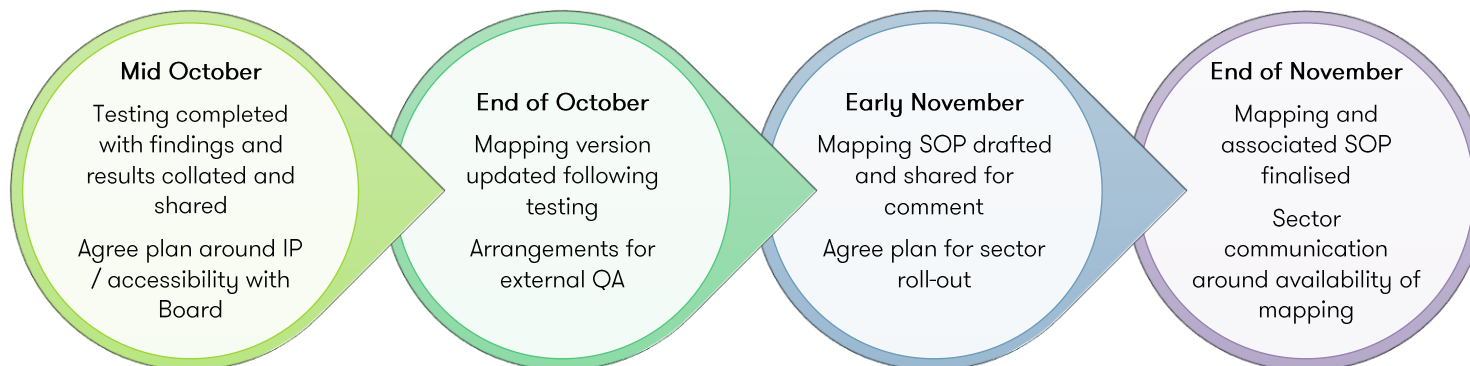


Mapping – Testing findings and next steps

Testing findings

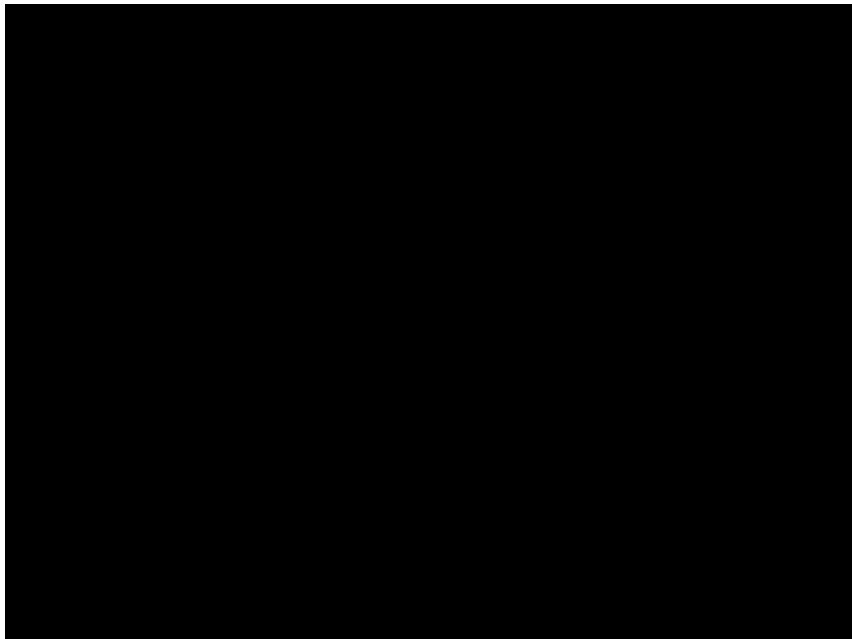
Testing work is ongoing with the draft mapping being compared to anonymised patient data and other organisation’s internal mapping tables. Findings will be shared at the Board meeting.

Next steps – indicative timeline

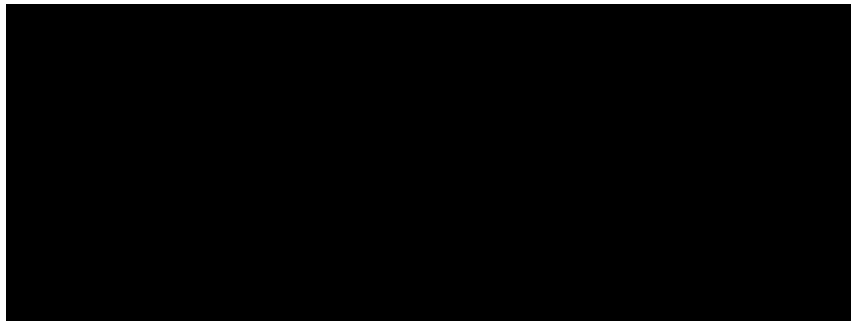


Mapping – Testing update

Update



Findings



Next steps

- Testing against anonymised submitted data scheduled for this week – findings will be shared via email once completed
- Feedback given to volunteer providers around mapping / coding accuracy where required

Agenda item 4: Ways of working update

Paper 3

Purpose: For information
and approval

Paper 3 – what are we asking of the Board?

Paper name	Ways of working update
Are there any supporting documents?	No
Purpose	For information and approval <ul style="list-style-type: none">• Present high level summary changes to ways of working and processes, and the impact this will have• Present anticipated timescales for benefit of work to be realised
Proposed next steps	<ul style="list-style-type: none">• GT to continue to work with module to ensure these changes are enabled through the website• GT to facilitate session with Working Group to ensure all educated on new ways of working
Any additional information to note	This work is ongoing. The paper reflects the position at the time of writing with additional update to be given verbally on the day.

Ways of working - introduction

Introduction and background

Earlier in 2024, the future vision for CCSD was defined as moving to an organisation which had:

- Invested in technology to enable fewer manual processes and increased collaborative working
- Updated processes and workflows to enable the right information to be captured at the right time and presented to the right people
- Greater collaboration and shared learning between members of groups, supported by clinical insight
- Data led insights supporting maintenance of the schedule

Since the inception of that vision work has been underway with both internal process changes and improvement to the CCSD website to realise the vision.

Some of the changes described later in this paper are already underway and improving how CCSD operates. Some are in their infancy and will develop as they are embedded, and some are yet to be realised as they are reliant on the ongoing website update in order to be fully realised.

The next pages summarise these changes at a high level and presents the next steps for this work.

Summary of approach since last Board

Internal workshop

- GT workshop to evaluate current processes, identify waste and opportunities to change/improve
- Action plans for each domain created; High level proposals tested with stakeholders

Commissioning of website provider to enable changes

- Commissioning of website provider to update CCSD website to enable new ways of working
- Re-branding exercise

Ways of working steering group

- Convening of ways of working steering group to ensure changes work for different stakeholders, provide check and challenge to proposed changes and sign off

Ways of working – key changes and update

Key changes – what have we done so far?



Plan to the end of the year?

↓

	Aug	Sept	Oct	Nov	Dec
Internal GT workshop					
Commissioning of module					
Confirmation of new logo and branding					
Confirmation of new internal processes					
Approval of user journey and site map					
Approval of new website designs					
Building and testing new website					
Website preview					
Update of ToR and training materials					
Working Group development session					
Feedback and refinement					
Website launch					
Steering group check and challenge					

Summary of changes and their benefits



Communication, engagement and branding

- New logo, branding and assets updating those which had not been changed in over 20 years and supporting the communication and engagement plan
- Regular, planned communication with the sector increasing CCSD's presence and in turn support for development projects



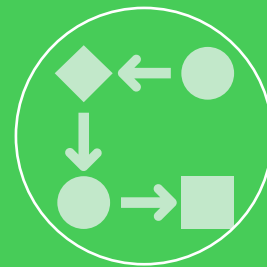
Infrastructure, technology and systems

- Investment in a new website to enable changed ways of working, including automation, more personalisation for users and supporting greater interrogation of data
- Transition to the website as the predominant source of information
- New workflows throughout the website supporting end-to-end improvements in operations
- Specific landing page dashboards for different users when logging on to website



Maintaining schedule

- Updated approach to schedule maintenance, with more support from GT, tighter processes and clear pathways for escalation
- Interactive dashboard landing pages supporting WG to see where review is needed, and highlight changes since last log in
- Code request to have 'lifecycle' with automated reminders based on age of code
- Data led approach to maintaining the schedule



Operations and processes

- Use of Power Automate and internal dashboards freeing up GT time to support more with maintaining the schedule and development projects
- Easily accessible, real time KPI data with more insight into activity
- Changes enabling more work and decisions outside of meeting cycles



Development projects

- Use of shared working platform and development area of website supporting collaboration between stakeholders and reducing repetitive steps
- Efficient collaboration with stakeholders through website and shared working platforms

Ways of working – summary and next steps

Summary

The future vision for CCSD working has been clearly set out and will enable CCSD to operate in a more efficient way, leaving time for increased support from GT to the Working Group and paving the way for further maintenance and development of the schedule itself.

Investment in the CCSD website will enable many of the changes described to be realised. The changes required are currently underway and will be fully realised by the end of 2024.

Next steps

- Continued progression of website development to enable adoption of remaining ways of working changes by **end of 2024**, in line with timetable on page 17
- Continued support of steering group to provide check and challenge to work and progress during the latter part of 2024
- GT to provide final update in **next Board (early 2025)** meeting including impact changes have had
- GT to create supporting training materials for use of new infrastructure and systems, to be rolled out **Q4 2024** alongside new website launch
- WG development session in **November 2024** to ensure all WG members are familiar with the new systems, and adoption does not cause a delay within the sector

Ways of working – supporting information

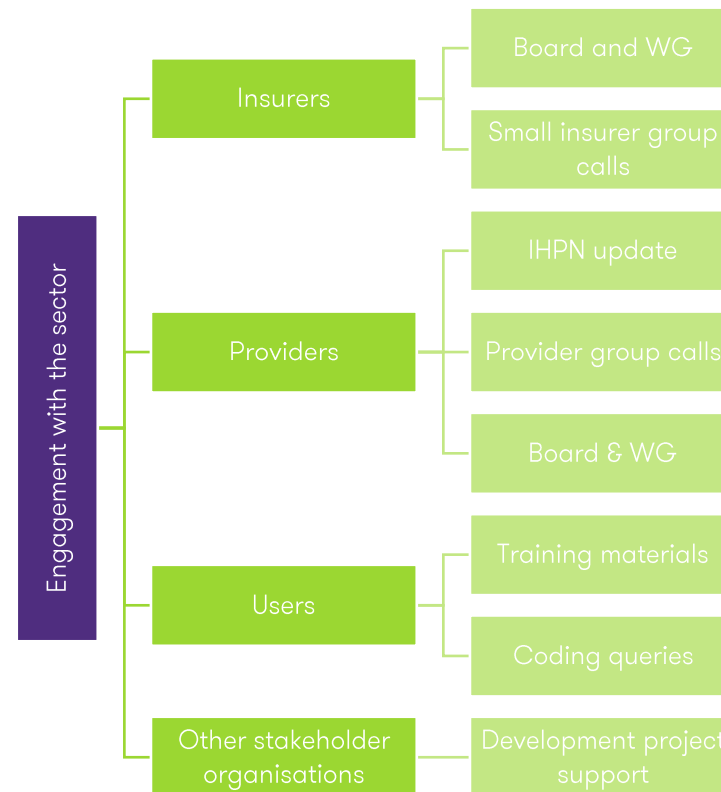
Communication, engagement and branding

Communication and engagement

Following the creation of the CCSD communication and engagement plan, CCSD is progressing towards increasing its reach to the sector including regular, planned communication through new channels and more targeted response communication. The progress which has been started in this area is already seeing benefit with CCSD being approach by external organisations we have not previously worked with such as BOFAS and GOSH.

CCSD has a number of regular communications with the sector, which are outlined opposite. These are currently enabled through email, LinkedIn, Teams and face to face meetings.

The infrastructure and technology changes will enable users to access more information in required formats in their own time, thus allowing CCSD publications to focus on additional insight and support. Existing regular materials, such as the CCSD bulletin, will be updated to offer more understanding to support CCSD users. There will also be additional functionality to communicate with users of the schedule.



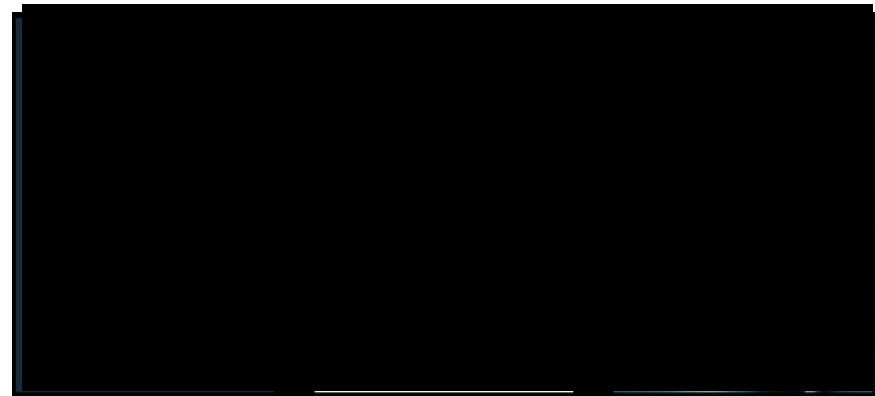
Communication, engagement and branding

Branding

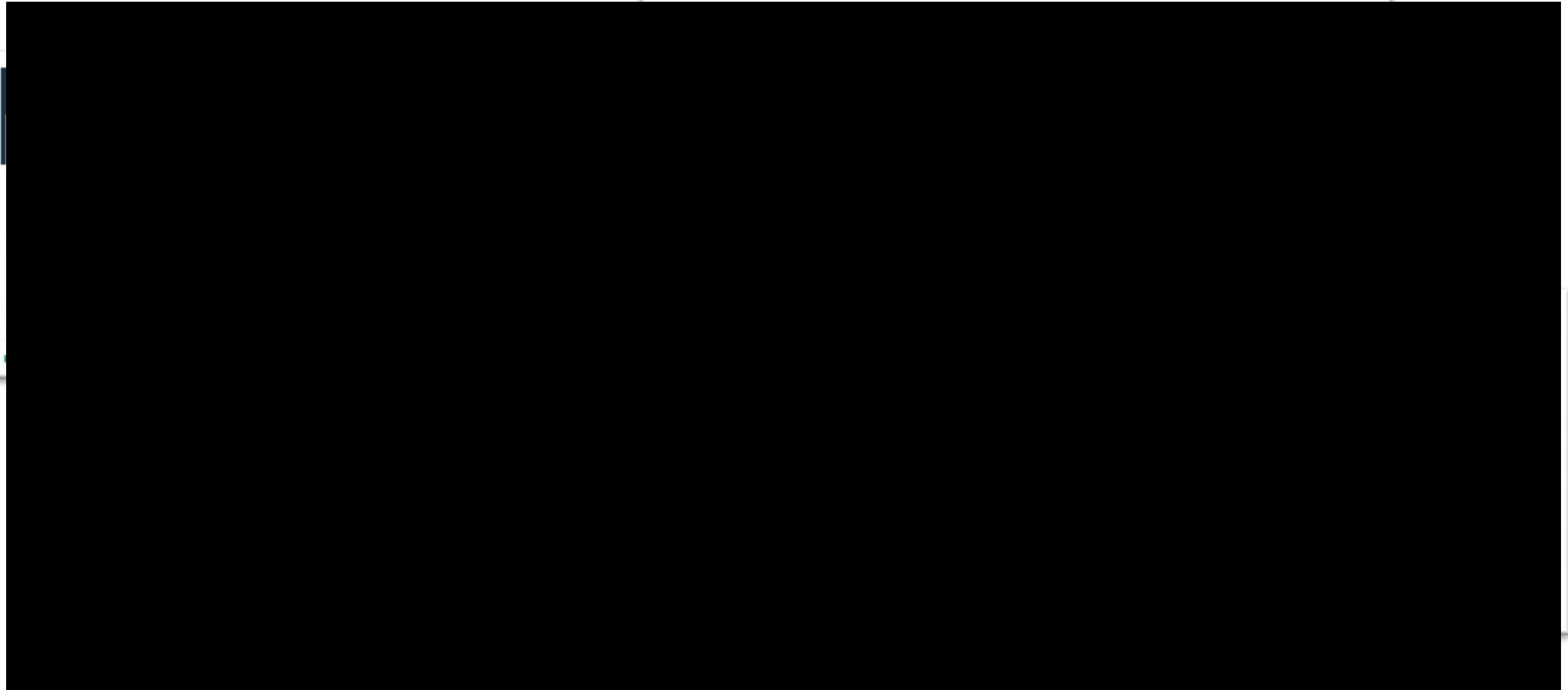
The GT team have been working with Module to develop new branding and assets for CCSD, recognising CCSD's improving position in the sector, the continued quality it brings and the lack of significant update to this in over 20 years.

This is a step forward for CCSD, previous branding has been limited to the 'CCSD' word logo and a single colour and no supporting rules for use in documents either internally or externally.

The new logo retains an element of familiarity and will still be recognised within the sector, but brings a smart, coherent feel to CCSD. A detailed supporting document will be produced for the use of the logo, brand assets and colours. This will enable the GT team to support the improvement of CCSD's recognition in the sector.



Communication, engagement and branding



Infrastructure, technology and systems

Investment in new website

Updates to
functionality

Member log in
Dashboards
highlighting key
information

Code
information
Supporting
greater insight

Workflows
Improved code request workflows
with automated actions and
reminders

Reports and
Insight
Ability to
generate reports
on demand

Improved search
function; automated
unbundling in both
directions

Tailored landing in
pages for different
roles helping users to
focus their time

More information
available at code,
including historical
changes and
signposting

Codes will have a set
lifecycle with
automated reminders
for voting and
engagement based on
the code's age

Codes which meet
threshold for
acceptance to the
schedule will be
passed through
automatically for
publication

Schedule change
reports between set
dates; Code change
request reports;
membership reports

Maintaining schedule

Maintaining the CCSD Schedule[s] is a key function of CCSD's work. Currently this requires numerous manual steps and it can be challenging for members of the Working Group [WG] to find the information they need. GT will increase their support of the WG, especially at the code review stage ensuring that the information passed to WG is high quality. There will also be a change in approach with codes having a 'code lifecycle' and automated reminders to WG members based on the age of requests.

Code requests

- Code lifecycle approach with Automated updates to WG based on code lifecycle
- Automatic unbundling
- Updated code request forms to ensure the right information is gathered for review
- GT review before release to WG

Working Group meetings

- Focus meeting time on key areas of discussion; adjust meeting time depending on activity
- Improve WG engagement and voting ahead of meetings

Document production

- Use of Power Automate to support production of key documents associated with the WG cycle
- Chapter/speciality specific schedule update documents to support accurate coding
- Interrogatable schedule database enabling users to access information how and when the need

Data led

- Use intelligence from the sector including providers, regulatory bodies and NHS organisations
- Work with Healthcode to support data led insights and targeted work to improve the schedule
- Reviewing impact of development work

Operations and processes

Alongside the infrastructure changes a number of operational changes are underway to support CCSD functioning in a more efficient way. Some of these are outlined in the diagram opposite and all are detailed in the supporting paper.

Culturally these changes move to allowing CCSD users and other stakeholders to access information when they need it, and in the format most useful to them and reduces the information 'pushed out'. For Board members this means notifications when documents are uploaded to a library on the CCSD website and an ability to easily find historic papers in minutes, unredacted, in one place.

This change will also be reflected in the way the Working Group works with codes taking on a lifecycle and escalation to Board members if codes remain unreviewed for a set period of time.

Shared working platform

- Reduction in documents shared via email
- Enable working on a live document
- Not all WG members have been able to clear access internally, so full benefit not yet realised
- Automatic notifications of changes and updates so users are kept up to date

Power Automate

- GT using Power Automate for internal processes, where possible

Dashboards

- Improved dashboards for monitoring activity
- Review of KPIs and performance information collected, given greater insight now available. Ability to view KPIs live and link these to relevant sections of CCSD website

Project development

Management of development projects

Development projects will continue to have discreet project plans and resourcing underpinning them, with clear milestones for reporting to Board/WG as required. Development projects should have Board/WG sponsors.

Examples of work which has been progressed in this way are:

- Development of new RAS codes
- Ways of working review and update
- Development of the first CCSD core training materials

This is distinct from the code development work which occurs through the Working Group and updates to codes which exist in the CCSD schedule already.

Collaborative working

Development projects will have their own areas of work, either through the CCSD website or the share working platform which will enable members of these groups to collaborate more easily and project progress to be tracked against key milestones.

New technology and systems which enable collaboration between internal and external CCSD stakeholders, supporting conversations which improve and develop CCSD codes.

Horizon scanning

Currently CCSD reacts to the need from the sector. Moving forward there will be more use of AI to support horizon scanning, bringing potential development areas to discussion at both a Board and Working Group level.

Agenda item 5: CCSD development update

Paper 4

Purpose: For Board
information

Paper 4 – what are we asking of the Board?

Paper name	CCSD development update
Are there any supporting documents?	No
Purpose	For information
Proposed next steps	<ul style="list-style-type: none">• GT to continue to progress development projects as outlined• Board to consider whether a sector position on length of stay (not complexity) is something which it has appetite for and could be included in 2025 development work
Any additional information to note	n/a

CCSD development update – other work

This paper summarises CCSD projects which are not detailed within the other Board papers. The table below provides an update on key areas of work.

Area	Update
Schedule development	<ul style="list-style-type: none"> •Technical guide is available on the CCSD website. An additional toe/ankle and gender affirmation chapters have been drafted •Alignment review completed for open, minimally invasive and RAS codes in the schedule with update narrative published in July. Working Group are currently reviewing the need for new codes where a RAS code was adopted and doesn't have an open or minimally invasive counterpart. •BOFAS are currently undertaking a clinical review of the toe/ankle codes. •Small codes updates needed for sympathectomy and cardiac codes following inconsistencies identified by WG •Following Board approval a detailed scope for radiotherapy code development has been drafted. Currently on hold due to WG capacity; more detailed included in 2025 development plan
Training	<ul style="list-style-type: none"> •The new core module is available on the CCSD website and has been successfully completed 10 times since its launch. •A RAS bolt-on module is also now live on the CCSD website. This is currently in the original form but is going through interactive development. •Future modules will be developed in line with alignment and development work. These will be faster to roll out as interactive templates now exist and will be rolled out as relevant codes are published.
Provider licence roll out	<ul style="list-style-type: none"> •First provider licence fees raised in February 2024 and full roll out has been progressing since. Roll out is taking more time to support than anticipated with providers requiring calls/multiple emails to understand the changes and onboard. This is particularly challenging with NHS organisations who often have complex procurement pathways which we are navigating for the first time. This has impacted development in other areas.
Gender affirmation chapter	<ul style="list-style-type: none"> •A gender affirmation development group was formed who are reviewed all gender affirmation codes and was presented these as the September WG development call. A set of principles has been drafted to support consistent adoption and voting has been completed and approved codes will be published in October 2024. •Supporting material including a technical chapter has been drafted, a training module will follow.
Communication and engagement	<ul style="list-style-type: none"> •First draft of CCSD communication and engagement plan has been written and was approved at the last Board meeting •Quarterly CCSD update in LHPN email •Engagement session with small insurers (more details on next page)

Small insurer engagement session

The first engagement session with insurers not represented at Board/WG took place in March 2024 and was well received. As planned a follow up session was held in September 2024. There was representation from the following organisations:

- General and Medical
- National Friendly
- AIG
- WPA, and
- Benenden

Some of the attendees had been present at the previous call and an update was given on the progress of Board discussion around complexity setting and the Diagnostic Schedule.

The conversation focused on communication and ways of working. The key insights are summarised opposite.

- Some attendees were not signed up to the website so were unaware of the ability to download the schedule and bulletins. Attendees have since signed up to the website and GT have shared links to training and website guides. This highlighted the importance of regular communication with licence holders across the sector to support both accurate code change information and individual engagement with CCSD.
- The bulletin, for those who had access, was useful in csv format but not used in word.
- Whilst it was noted that complexity setting was not a development project that would be progressed, some attendees wondered if length of stay information could be agreed upon and asked for the Board to consider this as a project for next year.
- Attendees would welcome a regular call. It was agreed twice a year would be sufficient to start.

Next steps

- GT to schedule twice yearly small insurer engagement calls
- GT to check all licence holders are on the mailing list for bi-monthly schedule change bulletins

Impact of provider licence roll out

Challenges with the provider licence roll out

- Providers were unaware of the changes; the licence and fee come as a surprise to some and work is needed to explain the position
- Confusion amongst some providers as to the difference between CCSD codes and insurers' own codes. Some don't realise they are using CCSD codes.
- We anticipate the challenges with the roll out to continue with the NHS PPU roll out, with additional challenges around procurement and supplier registration which may need to be completed.
- Supporting the provider licence roll out is taking more GT time than anticipated and has had an impact on the progress of development work areas.

Considerations for Board

- Is there anything else the sector can do to support the roll out?
- What is the potential impact of any short fall for CCSD operations and development?

Agenda item 6: 2025 development plan

Paper 5

Purpose: For Board
approval

Paper 5 – what are we asking of the Board?

Paper name	CCSD development plan
Are there any supporting documents?	No
Purpose	Seeking approval for 2025 development plan and to discuss WG capacity for development work in 2025
Proposed next steps	Consideration of the priority development areas identified by the WG
Any additional information to note	n/a

Review of development work in 2024

2024 development review

As part of planning next year's development work, we have pulled together a summary of the work undertaken in 2024 in the table below. This includes things to consider in our 2025 plans to address issues encountered.

2024 development work	Things that worked well	Issues identified across the year	Things to consider for 2025
<ul style="list-style-type: none"> • Website upgrade / ways of working update • Robotic assisted surgery project • Gender affirmation chapter creation • Toe / ankle / knee surgery update • CCSD / OPCS mapping • Extended license fee roll-out 	<ul style="list-style-type: none"> • Progress around specialist clinical engagement for RAS and toe / ankle (BOFAS) • Alternative approach to agreeing code requests with the development spreadsheet • Closer working relationships with WG / Board colleagues • Developed processes and templates this year which can be used moving forward 	<ul style="list-style-type: none"> • Working Group capacity to include development work with BAU • Wider implications of development changes: Unbundling for codes / updating other codes not originally in scope • Meeting planned deadlines for implementation • Contact details for licensing 	<ul style="list-style-type: none"> • Prioritising development which requires less WG input? • Agreeing capacity requirements ahead of development work • Development work which was not completed in 2024 – Radiotherapy • Reliance on specific members of WG/Board for sub-groups

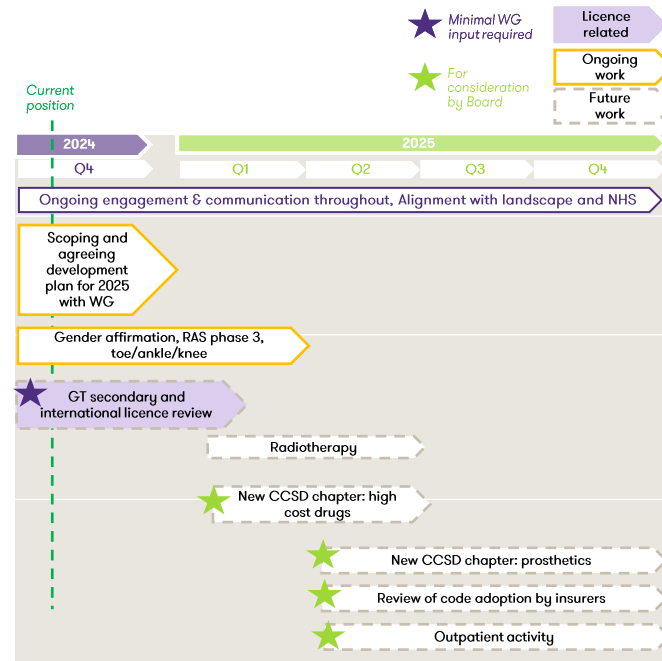
CCSD 2025 development planning

Delivering on development aims in the 2022-25 CCSD strategy

- CCSD has delivered many of the development aims of the 2022-25 strategy, such as:
 - ✓ Expanding the scope of CCSD through engaging with stakeholders and new sectors
 - ✓ Robotics codes development
 - ✓ Collaborating with PHIN and Healthcode more closely
 - ✓ Mapping that allows greater alignment between CCSD and the NHS (to be completed by end of 2024)
 - ✓ Ways of working review and website update (to be completed by end of 2024)
- However, there is still remaining work to deliver against:
 - Extending CCSD scope beyond surgical procedures (e.g. prosthetics or high-cost drugs)
 - Outpatient activity

Existing plans for 2025 development work

- The following have been previously agreed and will take place in 2025:
 - Radiotherapy (delayed due to Working Group capacity to support this work)
 - Secondary and international licence review (delayed in 2024 due to capacity constraints to support the provider licence roll out based on the new CCSD licence fee structure)



Questions for the Board

Additional development for consideration

- In addition to the radiotherapy work planned for 2025, the Board are asked to consider other areas of potential development for 2025 in relation to their priority.
- Embedding new developments completed at the end of 2024 (ways of working and mapping) will also need to be considered in 2025.
- We have an extended WG meeting scheduled for November to agree the development plan. We suggest one additional development focus in addition to radiotherapy. This could include:
 - New CCSD chapters covering non-surgical procedures (e.g. high cost drugs or prosthetics) – as part of the 2022-25 CCSD strategy
 - Outpatient activity - as part of the 2022-25 CCSD strategy
 - A review of code adoption by insurers

Working group capacity

- The WG continues to flag capacity issues managing development work alongside BAU.

- Considering this constraint, we need to consider our options to ensure development work continues to progress in 2025.

Questions for the Board

- If WG capacity issues persist, do we conduct less development work?
- Consider advancing select development pieces (e.g. mapping) without the involvement of the WG?
- Does the Board have a preference for development work should take precedence over the others?
- Are there any additional that should be considered?

Next steps

October

- Engagement with the sector, including Working Group and wider stakeholders, to identify potential develop projects
- GT to undertake a piece of horizon scanning to identify other potential development areas

November

- Sharing of suggestions to Board with proposed prioritisation
- Confirmation of prioritisation of development project

December

- Final 2025 workplan, including development plan, shared with Board and WG
- Development plan to have anticipated time scales to support organisations planning time in 2025

Agenda item 7: Working Group update

Paper 6

Purpose: For Board
information

Paper 6 – what are we asking of the Board?

Paper name	Working Group update
Are there any supporting documents?	n/a
Purpose	For information
Proposed next steps	n/a – standing agenda item
Any additional information to note	n/a

Working Group update

Metric	Reported cycle [Sept 24]	Prior cycle [July 24]
Number of new requests	37	65
Number of requests reviewed by Grant Thornton	37 (100%)	65 (100%)
Number of new requests that were queried due to missing or incomplete fields.	9 (24%)	11 (17%)
Number of new requests where all voting members had voted prior to the meeting	8 (22%)	0 (0%)
Number of new requests where consensus was reached prior to the meeting*	15 (41%)	1 (1.5%)

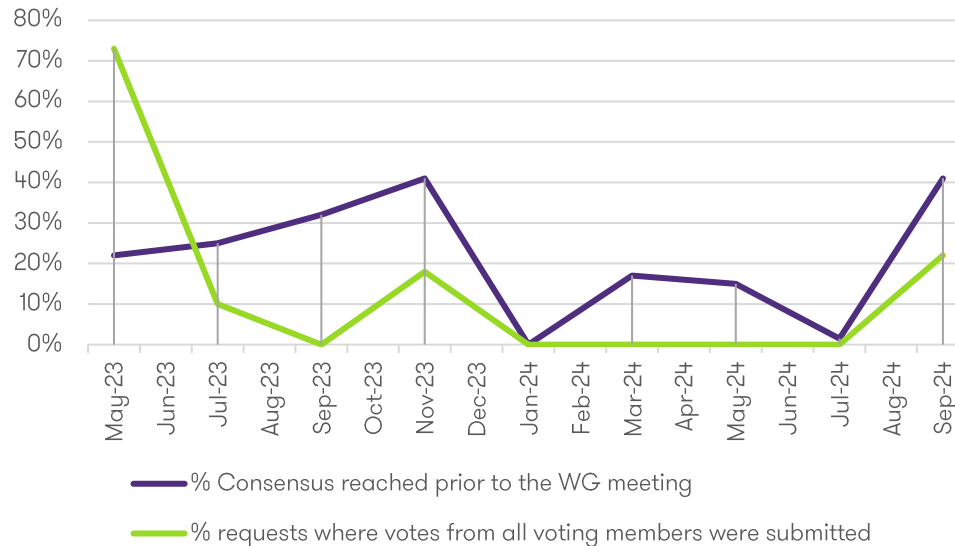
**As per the Working Group Procedure notes and Terms of Reference, decisions on requests are made by a majority vote of the CCSD Working Group members. Please consult these documents for further information.*

Working Group updates

- Final elements of the gender affirmation code set have been completed, with gender affirmation sitting as its own chapter in the CCSD. Unacceptable combinations for the gender affirmation codes are still in progress.
- Engagement is underway with British Orthopaedic Foot and Ankle Society (BOFAS) around specialist clinical review of foot and ankle codes which have recently had a schedule alignment review. CCSD have outlined a similar approach to RAS clinical engagement which was agreed in principle.
- A final alignment piece will be conducted assessing the need for open/minimally invasive codes where a RAS code was adopted earlier in the year.
- It is expected that the ongoing work in these areas will be completed by Q1 of 2025. After which point the WG will start to focus on new streams of development.

Working Group update - Voting

Working Group voting and decisions



Working Group capacity

- Working Group's capacity to manage both regular request voting in cycle, as well as development work led to a reduction in the number of votes received ahead of Working Group up until July.
- The reduction in voting ahead of meetings has impacted the efficiency of WG meetings up until July, with all requests having to be discussed and votes obtained in the meeting, rather than some being appended for reference if consensus had been reached.
- Since July, consensus on code requests prior to the WG meeting and the percent of requests where votes from all voting members have been submitted have started to increase again. This facilitated efficiency in the September WG meeting.

Next steps

- GT to monitor the capacity for WG to complete development work alongside BAU
- If issues return, there is potential for wider review into Working Group arrangements and GT support of the group

Agenda item 8: Update on sector working

Paper 7

Purpose: For discussion

Paper 7 – what are we asking of the Board?

Paper name	Update on sector working
Are there any supporting documents?	n/a
Purpose	For information
Proposed next steps	<ul style="list-style-type: none">• n/a – standing agenda item
Any additional information to note	-

Update on sector working

The table below highlights some of the ways sector organisations have support CCSD over the last three months. An additional update will be given on the day by the organisations to highlight areas where their organisation's work links to CCSD.

Area	Update
PHIN	<ul style="list-style-type: none"> • Meeting with PHIN post previous Board to discuss RAS codes and current work • Further follow-up meeting to discuss mapping and how this work in the sector; potential to support testing of mapping
Healthcode	<ul style="list-style-type: none"> • Shared data to support Sympathectomy code review • Support with ongoing monitoring of adoption and use of RAS codes (as detailed on the next slide) • Discussions regarding improving understanding of the diagnostic schedule
IHPN	<ul style="list-style-type: none"> • In July we sent IHPN a quarterly update for inclusion in the IHPN newsletter which highlighted: <ul style="list-style-type: none"> • Our development work on RAS, collaboration with BOFAS on the foot/ankle codes, gender affirmation code development • An update on our ways of working changes related to CCSD processes and the website • OPCS-CCSD code mapping • Forward plans for a radiotherapy code review

Robotic code usage data

Agenda item 9: AOB

Verbal