



## Consortium of Local Medical Committees

449-451 Garstang Road (Ambulance Service HQ)

Broughton, Preston, PR3 5LN

Tel: 01772 863806

---

### Considerations prior to stepping down activity

Whilst the LMC does not wish to suggest cessation of any activity, we understand that in the current climate clinical decisions may well have to be taken to enable the best possible service provision for patients. Please be aware that this is a simple list you may wish to use if you find yourself in the position of considering the temporary withdrawal of any service. It may avoid problem in the future if you have documented your reasoning.

List the issue/s that have brought you to this point

1. What does your Continuity Plan say regarding such circumstances? For example;
  - a. Have you agreed an operation plan within your PCN or neighbouring Practices?
2. What resources have you used to make your decision, such as [RCGP Workload Prioritisation](#) guidance. How have you come to your decision? For example, ethical, operational, financial considerations.
3. Consider how long the circumstances leading to withdrawal may last, for example,
  - a. is this a short-term staffing problem involving a low number of staff that will be rectified within a week or two?
  - b. has there been a COVID outbreak affecting many staff members?
4. List the steps you will undertake to withdraw this service.
5. List the steps you will undertake to restart this service.
6. What are the implications of withdrawing this service?
  - a. for your patients
  - b. for the practice
7. Who might you need to talk to? (e.g., neighbouring practice, local pharmacies, PPG)
8. Have you reported your circumstances accurately via the Sit Rep and informed your CCG of your planned action?
9. Have you spoken to your Local Medical Committee for support and advice?