



supporting lincolnshire's general
practices to provide *great care*

Lincolnshire LMC Information Pack



Your guide to the Lincolnshire LMC



01522 576659



info@lincslmc.co.uk



www.lincslmc.co.uk

Lincolnshire LMC Information Pack

About the Lincolnshire LMC!

Supporting Lincolnshire's general practices to provide great care!

Lincolnshire Local Medical Committee (LMC) is the statutory representative body for GPs and their Practices, operating across the county. We represent in total, around 450 GPs, whether Partners, Salaried GPs, or Freelance Locums; acting as the link between local GPs and the negotiating body, the GPC which is an established branch of the BMA.

We are a completely independent body, free from political constraints and the need to satisfy other interests.

All LMCs are funded by a statutory levy which is collected from practices and is based on the number of patients registered at that Practice. The amount is set by the Secretariat and reviewed annually. It funds the office and officers of the LMC, as well as the Committee.

We exist solely to represent, advise, and support GPs and their practices, including practice staff with the ultimate aim of helping to provide great care. This support comes in many different forms:

- Individual support and whole practice support
- We share information
- Running training and events
- Facilitating networking, engagement and group working
- From liaising with external stakeholders
- Providing patient information



LINCOLNSHIRE LMC INFORMATION PACK

TABLE OF CONTENTS

[About the Lincolnshire LMC
and table of contents • P. 2](#)

[How we support practices
to provide great care • P. 3](#)

[How to get the best from
your LMC • P. 4](#)

[Choose your level of
engagement • P. 5](#)

[How to become an LMC
committee member • P. 6](#)

[Meet the team • P. 7](#)

[LMC useful resources • P. 8](#)

[Wellbeing services: Take-30
and Impact Lincs P. 9](#)

Lincolnshire LMC Information Pack

How we support Lincolnshire's general practices to provide great patient care

How we support you

Lincolnshire LMC provides individual support to GPs and Lincolnshire general practice staff in many different ways. Examples include; one to one support and performance related issues, peer to peer support, mentoring and coaching, pastoral support, and through the answering of daily miscellaneous questions and enquiries.

How we support your practice

We actively keep in touch with all Lincolnshire practices, whether that be through emails, phone calls or in-person visits. We also provide CQC run-throughs and clinical-team visits. The LMC supports practice recruitment by advertising Lincolnshire practice vacancies and hosting networking events. We also support practices to resolve long term issues by being present during discussions with other service providers or by providing mediation to resolve conflict.

We inform

Lincolnshire LMC provides various publications to support practices including monthly newsletters, regular FAQs, email updates, and weekly updates. Our website is a great resource with many clinical and non-clinical articles about news and guidance. We also provide information in the form of podcasts and webinars.

We facilitate education

Lincolnshire LMC Development Centre runs a wide range of clinical and non-clinical training sessions and events, we also hold an annual GP conference and Practice manager day. Lots of sessions are recorded and are available in the form of webinars and podcasts to make training as accessible as possible. We keep a close eye on training needs across the county and collaborate with other organisations such as the Lincolnshire Training Hub.

We liaise, engage, and represent

There are many stakeholders that practices have to deal with such as CQC, hospital trusts; community trusts, Healthwatch, and councils to name just a few. Lincolnshire LMC regularly engages with stakeholders to maintain general practice relations, negotiate, represent GP and practice views, raise and resolve issues, and provide feedback.

We educate patients on the process within a practice.

Lincolnshire LMC also supports practices by helping to educate and inform patients. We provide a wide selection of infographics for practices to use on websites and in social media posts. We also regularly engage with the media to support practices with public perception.

Lincolnshire LMC Information Pack

How to get the best from your LMC

To help Lincolnshire general practices to provide great patient care we provide a number of support services and educational opportunities. We also aim to keep practices up-to-date with relevant information through communications.

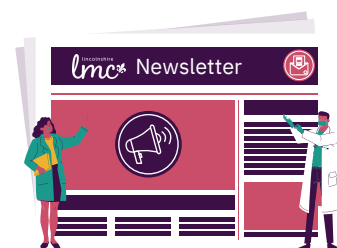
Here is a list of ways in which you and your practice can get the best out of your LMC:

Publications

LMC Publications:

Monthly Newsletter, Weekly Updates, FAQs and Infographics.

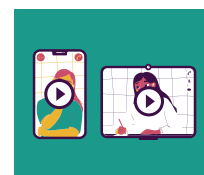
Make use of all the resources available to you; go to our **resources page** for links to all of these publications!



LMC Development Centre

Get the most from our training and development opportunities: **www.lincolnslmc.co.uk/events**

All of our training resources can also be found on **Page 8**



Wellbeing

Look after yourself and your team! Take time to explore our wellbeing tools, go to: **www.lincolnslmc.co.uk/wellbeing**

Offload and talk through everyday challenges by using our Take-30 telephone support service or make positive steps forward in your career and personal life, contact the LMC's Impact Lincs Coaching and Mentoring service



Communications and Contact Details

Keep your contact details up to date.

Do not miss out on important information and opportunities. Fill out the communications form found on our **home page**.



Choose your engagement

We would like all members of Lincolnshire practice to engage with us at a level they feel will benefit them.

Below are the different types of LMC engagement:

Level 1 – Basic engagement

Take advantage of our educational and informational resources on our website. Watching our webinars, listening to our podcasts and occasionally emailing us with queries.

Level 2 – Active engagement

Make sure we have your contact details!

Active engagement includes being added to our mailing list for our monthly newsletter, weekly updates, FAQs and participating in our training and events.

We hold regular training and events, to find our current events go to **Lincolnshire LMC: Training and Events**

Level 3 – Advanced engagement

- Engage with us on social media.
- Use our resources/infographics on your practice's website,
- Keep in touch by calling or emailing us with any queries.
- Provide feedback so that we can improve our services
- Come along to observe a Lincolnshire LMC Committee meeting to better understand what your LMC Committee does.

Level 4 – Full engagement

Become a Lincolnshire LMC Committee member

For more information on becoming a committee member please go to **Page 6**



How to become an LMC committee member

The role of a Lincolnshire LMC GP Committee Member:

There are 10 LMC Committee meetings throughout the year, these happen on the second Thursday of each month excluding August and December.

- Members are required to attend as many meetings as possible to represent the GPs in their area to participate in debates and discussion.
- To read relevant papers and provide feedback to the Committee.
- Be willing to share information with their constituents and pass on feedback to the committee.
- On occasion members may be required to attend meetings on behalf of the LMC secretariat, this will be through prior arrangement and remuneration will be provided.

Applying to be co-opted on to the LMC Committee:

After attending a Committee meeting, inform the secretariat that you would like to be a member, your request will be added to the agenda for the next meeting where the Committee will discuss whether they are able to co-opt you on to the Committee at that time.

The Committee will consider:

- Whether there are seats available
- Who you will be representing, for example, GPs in a locality, locum GPs, First Five GPs, GP registrars, practice managers, practice nurses
- How many representatives are already on the Committee who cover the same area or representation type
- Whether there are any representatives from your practice already
- Any other potential conflicts of interest

Once a decision has been made you will be notified of the outcome and if successful you will be able to attend the next committee meeting as a Committee Member.

Lincolnshire LMC Committee Elections:

Elections for GP representatives on the LMC Committee happen every two years. If you have kept us up to date with your contact details, you will be notified in advance when an election is due:

1. Complete and submit a nomination form

2. Outcome:

- If there are fewer nominations received than the number of seats available in each locality; nominees will be informed of the result and will be duly elected without the need to go to an election.
- If there are more nominations than the number of seats available in each locality, nominees will be informed of the need to go to an election.

3. Election:

- Practices will receive an information pack about the election. Practices will need to submit their ballot according to the instructions provided.
- Once the ballots have been counted; nominees will be notified of the outcome and successful candidates will be elected to form the new LMC Committee.

Meet the Team



For all LMC Committee members go to:
www.lincolnlmc.co.uk/meettheteam



Dr Reid Baker – Medical Director

Dr Baker is currently the Co-Clinical Director for East Lindsay Primary Care Network (PCN), alongside his roles as GP Partner and Director/Company Secretary for Lincolnshire LMC Limited. He brings a huge wealth of experience that will be of great benefit as he continues the work achieved by the current Medical Director Dr Kieran Sharrock, who has taken up a National role on the GPC Executive.



Kate Pilton – Chief Operating Officer

Kate joined the LMC in January 2014 as the Practice Development Manager. On 1st April 2017, she became Chief Operating Officer. Kate is an experienced primary Health Care Manager who has worked both in the UK and overseas. With previous roles in practice, training, consultancy and clinical IT Systems and having visited over 3000 practices throughout the UK, Kate has a wealth of knowledge to share with GPs, practices and other stakeholders.



Nick Turner – Practice Support Officer

Nick Turner is a Business Development Manager for a GP Practice and joined the LMC Committee in 2019 as a Practice Manager Representative. Alongside the role of Business Development Manager in his Practice, Nick has recently been recruited as a Practice Support Officer for the LMC working 3 days per week. This is a new role primarily to support Practice Manager's and their teams in surgeries.

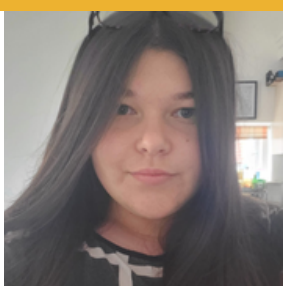


Rosa Wyldeman – Operations Officer

Rosa has worked for the Lincolnshire LMC for the past five years and thoroughly enjoys the job. Prior to working at the LMC, Rosa provided support to organisations within the care sector.

Email Address: Rosa.Wyldeman@nhs.net

Mobile: 07554512010



Laura Dexter – Admin Assistant

Laura joined the Lincolnshire LMC team as an Administrative Assistant in January 2021. After studying at university, Laura worked on the NHS COVID-19 campaign, to provide advice and support to patients who had been in contact with the virus.

Email Address: Laura.Dexter1@nhs.net

Mobile: 07918279914

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Resources

Lincolnshire LMC Resources

Learning and Development

- Training and Events: www.lincslmc.co.uk/events
- Educational Webinars: www.lincslmc.co.uk/educationalwebinars
- Lincolnshire LMC Hot Topics Podcast: www.lincslmc.co.uk/podcasts

LMC Publications

- Lincolnshire LMC Practice in Touch Newsletter: www.lincslmc.co.uk/newsletters
- COVID-19 FAQs: www.lincslmc.co.uk/covid19
- LMC weekly updates: www.lincslmc.co.uk/weeklyupdates
- General Practice infographics: www.lincslmc.co.uk/generalpracticeinfographics

Wellbeing

- Wellbeing - Impact Lincs: www.lincslmc.co.uk/wellbeing

Lincolnshire LMC Committee

- Meet the Team: www.lincslmc.co.uk/meettheteam
- LMC Committee meeting dates: www.lincslmc.co.uk/lincolnshirelmccommitteemeetings
- LMC Committee meeting reports: www.lincslmc.co.uk/lmccommitteemeetingreports
- Become an LMC Committee member: www.lincslmc.co.uk/becomeanlmccommitteemember

External Resources

Learning and Development

- Lincolnshire Training Hub: www.lincolnshiretraininghub.nhs.uk
- E-Learning for Health: portal.e-lfh.org.uk
- Lincolnshire Community Health Service: www.lincolnshirecommunityhealthservices.nhs.uk/our-services/education-and-training
- GP Forum: www.gpforum.com
- One You Lincolnshire: www.oneyoulincolnshire.org.uk/learning-experience

External Publications

- British Medical Association: www.bma.org.uk
- Royal college of general practitioners (RCGP): www.rcgp.org.uk
- Nursing and Midwifery Council: www.nmc.org.uk

GP Charity

- The Cameron Fund: www.cameronfund.org.uk

TAKE-30 SERVICE

Feeling Frazzled?



www.lincslmc.co.uk/wellbeing

Our Take-30 phone support service is available for all Lincolnshire practice staff between 10am and 4pm, weekdays.

This is a great opportunity to talk through daily challenges with someone that understands what it is like working in a practice.

Don't bottle things up, offload! Take-30 and let's talk things through in a safe, supportive environment.



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MENTORING AND COACHING

Our trained mentors can support you to make positive steps forward in your career and personal life. Mentoring sessions can take place at a time and place to suit you.

Mentoring and Coaching can benefit you and your organisation in many ways:

- Help to make improvements to your work life balance
- Allow you to manage transitions positively
- Create a positive focus on achieving your aspirations
- Improve your motivation
- Develop and enhance your leadership skills
- Improve your resilience
- Build your confidence

CONTACT US: 01522 576659

EMAIL: info@lincslmc.co.uk

VISIT: www.lincslmc.co.uk/impactlincs



IMPACT
lincs