



# Your Guide to the LMC

# A USEFUL GUIDE TO YOUR LOCAL MEDICAL COMMITTEE

The purpose of this guide is to provide an introduction to your Local Medical Committee (LMC), what we do and how you can get the best from us as your local representative body.

If you already know a little (or a lot) about us, we hope you will still take a few minutes to cast an eye over the content – we're always working to improve our services and you may find out one or two new things about us.



Dr Anne Jeffreys  
Chair, Hull &  
East Yorkshire LMC



Dr Andrea Fraser  
Chair, North & North East  
Lincolnshire LMC

# WHAT IS A LOCAL MEDICAL COMMITTEE?

An LMC is a local, recognised, statutory committee representing all General Practitioners. Whether GMS, PMS, principal, sessional, locum or registrar, the LMC is for you and represents you.

LMCs vary in size. The Humberside Group of LMCs is relatively large and consists of Hull and East Yorkshire LMC and North & North East Lincolnshire LMC.

We represent over 600 GPs and 144 practices in 4 CCG areas, covering a total patient population of over 900,000.

LMCs were first established in 1911 (when they were known as Local Panel Committees) and were the local representative voice of doctors. Over a hundred years later, LMCs remain the only local elected and representative body for all General Practitioners.

The LMC operates as the link between local GPs and their national negotiating body, the General Practitioners Committee (GPC). The GPC is an established and permanent Committee of the British Medical Association (BMA) and is recognised as the sole negotiating body for all NHS GPs.

The GPC is guided by policy decisions determined at the LMC Annual Conference. This is the main policy-making event where representatives from LMCs nationally debate motions which reflect local GP concerns and objectives. The LMC Conference is the body to whom the GPC is directly accountable.

# THE DIFFERENT ASPECTS OF THE LMC

The LMC has a number of defined roles and functions. These are:

**A Statutory Body** – which has rights and responsibilities defined in the NHS Acts and Regulations. The statutory body serves as the local representative committee for all GPs.

**An Independent Body** – which represents the interests of General Practice and acts as its advocate. The LMC remains independent from political constraints and the need to satisfy other interests.

**A Professional Body** – that promotes quality and maintains standards of professional practice through support and educational activity in collaboration with other professional and educational bodies.

**A Representative Body** – that listens, debates and responds to feedback. The LMC represents the views of its GPs to NHS England, CCGs and other national and local organisations.

**A Democratic Body** – that is elected by and consists of local GPs who represent a diverse range of interests and experience.

**A Resource** – that provides advice and support to all GPs in matters relating to their professional lives and actions.

# WHO IS THE LMC?

## **LMC Elected Members**

The LMC is a democratic organisation. We hold elections every 3 years and all GPs in our area are invited to stand and to vote. The GPs elected by their peers then form the Committee which meets eleven times a year to discuss policy and consider matters relevant to General Practice locally.

## **The LMC Staff Team**

We have a team of employed staff responsible for GP and practice liaison, co-ordinating meetings, planning events, maintaining relationships with other organisations and advising GPs and practices.

The team comprises two Medical Directors, a Director of Operations, a Medical Secretary, a Communications Manager and two Team Administrators.

Collectively, the staff team is often referred to as 'the Secreariat'.

# HOW THE LMC IS FUNDED

## **The Statutory Levy**

This is an amount collected from all practices and it is based on a number of pence per patient which is reviewed annually. This ensures the LMC's independence and allows us to represent and work objectively on behalf of our GP constituents. This funding is used exclusively to run the LMC office and provide LMC services.

## **The Voluntary Levy**

A separate levy is collected to fund some of the work of the GPC and the GP Defence Fund. The rate is set annually by the GP Defence Fund and is based on an amount per patient. Only GP Principals contribute towards the voluntary levy.

## **What this means for you...**

In Hull, East Yorkshire, North Lincolnshire and North East Lincolnshire, all levies are currently deducted at source from GMS and PMS practices' quarterly payments and paid direct to the LMC. This means that as a GP working in a GMS or PMS practice, you can access the services of the LMC at any time regardless of your contractual status. Many APMS contract holders also pay the statutory levy entitling their GPs to benefit from the LMC's services.

# HELPING YOU NAVIGATE YOUR CAREER IN GENERAL PRACTICE

Being a GP in the NHS today is increasingly complex. Alongside your clinical responsibilities, you are expected to be a business person, bureaucrat, legal expert, finance manager and HR professional. The LMC is here to help and advise you on a wide range of issues including:

- contractual, employment and partnership matters
- GMS/PMS regulations and the Statement of Financial Entitlements
- premises
- patient lists and allocations
- pharmacy and dispensing matters
- personal matters
- professional standards, ethics, conduct and performance
- complaints & disputes
- appraisal and revalidation
- professional fees
- IT (GPSoc etc.)
- confidentiality and consent issues
- inspection

The LMC has specialist knowledge and expertise in matters relevant to GPs including the various GP and Primary Care Regulations so we are always a good place to start when you are seeking information or clarification.

# HELPING YOU NAVIGATE YOUR CAREER IN GENERAL PRACTICE

We offer support by phone and email and also offer one to one appointments with one of our team. A substantial part of our work involves:

- responding to queries and issues from individual GPs and practices
- providing help and support to GPs and practices facing a difficulty

If in doubt, always contact us first and we will be able to help or guide you to the most appropriate organisation.

## **The Wider LMC Role**

NHS England is required by statute to consult LMCs on many issues and these are set out in the General Medical Services Regulations, Contractual Terms, Pharmaceutical Services Regulations and Statement of Financial Entitlements.

The LMC is also consulted by NHS England, CCGs and other bodies when the views of general practice as a whole are required.

As a statutory, yet independent body, the LMC occupies a unique position of influence within the NHS.



# HOW TO GET THE BEST FROM THE LMC

Our aim is to keep all our GP constituents informed and up to date about changes, developments and initiatives. We do this in a range of ways including:

**Regular emails** about urgent or time sensitive issues

**A monthly newsletter** (*"I think the LMC newsletters are an excellent summary of what we need to know to survive!"* - Practice Manager, Bridlington)

**The LMC Website** – [www.humbersidelmc.org.uk](http://www.humbersidelmc.org.uk) – where you'll find a huge range of resources from latest news articles to LMC Advice Sheets, back issues of our newsletter and access to essential publications

**Twitter @HumbersideLMC and Facebook @HumbersideLMC** – where we post breaking news and important updates

**Regular seminars and learning events** – check our website for forthcoming events

**Facilitating one-off meetings** in response to pressing or contentious local issues

# HOW TO GET THE BEST FROM THE LMC

To get the best from us, make sure you:

- let us have your up to date contact information including your preferred email address
- follow us on Twitter and like our page on Facebook
- visit our website regularly
- ring or email us whenever you need information or support



# CHOOSE YOUR LEVEL OF ENGAGEMENT WITH THE LMC

We encourage all GP Constituents to engage with the LMC at the level that best suits their needs and interests:

## **Level 1 – The Basics**

Take advantage of the resources we produce by reading our newsletter, using the website, emailing us the occasional enquiry and attending our events.

## **Level 2 – Engaged**

Take a proactive stance and use the LMC to provide you with advice and support by email, phone and occasional one to one meetings. If you use social media, engage with us on Twitter and take part in our useful seminars.

## **Level 3 – Active**

If you're interested in medico-politics, looking for a portfolio career or just keen to ensure that your voice is heard, then why not stand for election to the LMC? Being an LMC member will allow you to:

- Influence the medico-political agenda locally and nationally
- Have your opinion heard
- Influence policy
- Learn about medico-legal and medico-political issues
- Help shape the future of general practice
- Represent your GP colleagues

# HOW TO BECOME AN LMC MEMBER

LMC members are elected for a three year term. However, we do also have some occasional vacancies that occur mid-term. All GPs in our areas are informed of forthcoming elections in advance and it is very easy to stand as you can self-nominate.

If you would like to know what goes on at an LMC Meeting, you are welcome to attend a meeting as an observer at any time. To arrange a visit, please contact the LMC Secretariat who will be happy to organise a date with you.

If you are keen to contribute and influence events in your local area, please contact us at any time to discuss the possibility of LMC membership.

**"My knowledge and awareness of the wider healthcare landscape has been enormously increased by being involved with the LMC and I would recommend it to any GP."**

**Dr Anne Jeffreys**

# WHAT NEXT?

## Step 1

### Contact Details

Provide us with your up to date contact information by completing and returning the GP Contact Information Form.

This will ensure that we can keep in touch and send you updates and relevant information.

## Step 2

### Voluntary Levy

If you are a GP Partner, please complete and return your Voluntary Levy Mandate form. As we require an original signature, this must be sent in the post to:

Humberside Group of Local Medical Committees Ltd  
Albion House  
Albion Lane  
Willerby  
Hull  
HU10 6TS

Full details of the levy including the amount, how it will be collected and how the money is used can be found in the letter we sent you.

# HERE TO HELP



Amalia Booker  
Director of Operations



Dr Saskia Roberts  
Medical Director



Dr Krishna Kasaraneni  
Medical Director



Dr Rolan Schreiber  
Medical Secretary



Jonathan Appleton  
Communications  
Manager



Amy Stathers  
Team  
Administrator



Sonia Barrett  
Team  
Administrator

# USEFUL LINKS

## **GUIDANCE & PUBLICATIONS**

A wealth of information and advice related to General Practice, clinical issues and practice management.

<http://www.humbersidelmc.org.uk/guidance--publications>

## **LMC ADVICE SHEETS**

Essential guidance from the LMC written in response to frequently asked questions from GPs and Practice Managers.

[www.humbersidelmc.org.uk/lmc-advice-sheets](http://www.humbersidelmc.org.uk/lmc-advice-sheets)

## **LATEST NEWS**

Read the LMC's regular blog style posts about current issues.

<http://www.humbersidelmc.org.uk/latest-news>

## **LMC EVENTS**

Find out what's on at the LMC in the forthcoming months - we aim to hold seminars and events on topical issues at least 4 times a year.

[www.humbersidelmc.org.uk/lmc-seminar-programme](http://www.humbersidelmc.org.uk/lmc-seminar-programme)

**Our website also features a helpful search facility. If you're looking for some specific advice, just search on your keywords to find the information you need.**

Our normal office hours are: Monday to Friday, 9am to 5pm.

When the office is closed, please leave a message on our voicemail and we will return your call as soon as possible.

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