

**Oxfordshire Joint Health Overview and Scrutiny Committee  
Substantial Variation or Substantial Development  
Assessment**

<b>A. Background Information</b>
1. Name of responsible (lead) health organisation:
2. Brief description of the proposal (please include information about timelines and whether the proposed change is temporary or permanent):
3. Why is this change being proposed? What is the rationale behind it?
4. What are the main factors driving the change? Please indicate whether they are clinical factors, national policy initiatives, financial or staffing factors.
5. How does the change fit in with the wider strategic direction of healthcare in Oxfordshire and the Health and Wellbeing Board?
6. Description of population affected:
7. Date by which final decision is expected to be taken:
8. Confirmation that HOSC have been contacted regarding change - including. date and nature of contact made:

<b>B. Assessment Criteria</b>	
1. <b>Legal Obligations:</b> Have the legal obligations set out under Section 242 of the consolidated NHS Act 2004 to 'involve and consult' been fully complied with?	
	Yes/No (please delete as appropriate)
Comments:	
2. <b>Stakeholder Engagement:</b> Have initial responses from service users (or their advocates) and other stakeholders such as Healthwatch indicated whether the impact of the proposed change is substantial?	
	Yes/No (please delete as appropriate)
3. <b>Stakeholder Engagement:</b> Does the service to be changed receive financial or 'in kind' support from the local community?	
	Yes/No (please delete as appropriate)
4. <b>Stakeholder Engagement:</b> Is there any aspect of the proposal that is contested by the key stakeholders? If so what action has been taken to resolve this?	
5. <b>Staff Engagement:</b> Have staff delivering the service been fully involved and consulted during the preparation of the proposals?	
	Yes/No (please delete as appropriate)
6. <b>Staff Engagement:</b> Do staff support the proposal?	
	Yes/No (please delete as appropriate)
7. <b>Patient Impact:</b> Does the proposed change of service has a differential impact that could widen health inequalities (geographical, social or otherwise)?	
	Yes/No (please delete as appropriate)



<b>8. Patient Impact:</b> How many people are likely to be affected?
<b>9. Patient Impact:</b> Will the proposed change affect patient access? If so how? Yes/No (please delete as appropriate)
<b>10. Patient Impact:</b> How will the proposed change affect the quality and quantity of patient service?
<b>11. Patient Impact:</b> Does the proposal appear as one of a series of small incremental changes that when viewed cumulatively could be regarded as substantial?
<b>12. Patient Impact:</b> How will the change improve the health and wellbeing of the population affected?
<b>13. Wider Impact:</b> Will the proposed changes affect: a) services elsewhere in the NHS b) services provided by the local authorities, c) services provided by the voluntary sector?
<b>14. Standards:</b> How does the proposed change relate to the National Service Framework Standards and commitments under the NHS Constitution?
<b>15. Risk:</b> What could the possible negative impacts of the change be? What mitigations are in place to reduce any potential negative impacts of the proposed change?



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**C. Outcome/Decision**

1. Is this considered to be a significant change by the commissioner/provider?

Yes/No (please delete as appropriate)

2. Is this considered to be a significant change by HOSC?

Yes/No (please delete as appropriate)