

## **Enfield Council - Sexual Health Cross Borough Charging Policy**

Enfield Council operates a strict 3 month from month of treatment for receipt of ISHT, GUM, PrEP, & Smart-kit invoices and backing data

### **If received outside of this timeframe payment will be refused**

In line with the DoH cross-charging policy, backing data for ISHT, GUM and PrEP must as a minimum contain the following anonymised data:

- 1) The unique patient identifier number
- 2) Partial post code
- 3) GUM/ISHT Code
- 4) LSOA code
- 5) SHHAPT code
- 6) Date & treatment supplied

Smart-Kit backing data to be uploaded to Preventex

Only invoices and backing data adhering to this policy will be validated, subject to Enfield Council's audit processes, and considered for payment

Please do not rely on Enfield Council chasing for invoices or backing data – they should be generated as a matter of routine and submitted as follows:

#### **Central London providers issued with an annual Purchase Order**

- 1) Backing data to be loaded onto Pathway Analytics within 3 months of month of treatment
- 2) Invoices, clearly displaying a valid purchase order, to be submitted to: [EnfieldTeam@restoredigital.co.uk](mailto:EnfieldTeam@restoredigital.co.uk) for receipt within 3 months of month of treatment
- 3) If either backing data or invoice is received outside of this timeframe payment will be refused

#### **All Other Providers (no purchase order necessary)**

- 1) Backing data to be loaded onto Pathway Analytics or e-mailed to: [PHCommissioning@enfield.gov.uk](mailto:PHCommissioning@enfield.gov.uk) within 3 months of month of treatment
- 2) Invoices to be submitted to: [PHCommissioning@enfield.gov.uk](mailto:PHCommissioning@enfield.gov.uk) for receipt within 3 months of month of treatment
- 3) If either backing data or invoice is received outside of this timeframe payment will be refused

**No liability will be accepted, or payment considered, for any invoice or backing data issued contrary to the instructions provided within this policy**