16th November 2020

Dear Colleague

**General Medical Practice: Business Continuity & Mitigating the Risk of Covid-19**

Following recent discussions with Health Board colleagues it has become apparent that some practices are now beginning to face a loss of business continuity due to the covid19 pandemic. A small number of practices have faced closure due to the number of people off work who have either tested positive or have been asked to isolate, whilst others are managing but with high staff absences.

Colleagues in the Primary Care cell at Public Health Scotland have worked with both RCGP and NHS Tayside, to reflect on some of the issues that have led to a loss of business continuity within general practice and have put together a document designed to bring this learning to the attention of those working in front line General Practice.

This document is by no way prescriptive but highlights some of the areas that practices may wish to review to ensure that they are as resilient as they can be and have mitigated, as far as they are able, against the risks posed by covid19.

Individual Health Boards may have already issued their own guidance so there may be an element of repetition. And for some practices, a review of Business Continuity Plans and relevant risk assessments may have already been carried out thoroughly. For the latter, this document may act as a useful reminder, rather than offering too much by way of new information. For others, it may help to stimulate some discussion in the practice and aid in the updating of Business Continuity Plans and risk assessments.

We are keen to hear from practices who wish to share further lessons and for any additional feedback you may wish to provide Fiona.duff@gov.scot, charlotte.leggatt@nes.scot.nhs.uk or scott.jamieson@rcgp.org.uk

Yours sincerely
Fiona Duff
Senior Advisor
Primary Care Directorate
Scottish Government

Dr Scott Jamieson
RCGP Scotland Executive Officer
(Quality Improvement)