



## LEGAL SERVICES FOR GP PRACTICES, PRIMARY CARE NETWORKS AND FEDERATIONS

In May 2016 YORLMC was pleased to introduce a range of legal services which practices, primary care networks and federations are accessing and benefitting from. These services are offered under the banner of **YORLMC LAW** - in conjunction with LMC Law Limited - and are designed to assist and facilitate legal advice and services to practices, primary care networks and federations.

YORLMC is supporting and funding the delivery of these services utilising LMC reserves, with a view to ensuring that practices, primary care networks and federations receive high quality expert advice from legal professionals with significant NHS experience.

**The services are subject always to LMC Law's terms and conditions of service (available on request).**

The services are outlined below and are accessible by contacting YORLMC's Corporate Affairs Team in the first instance.

### What is included without charge?

#### Provision of the following template policies and documents

- Data Sharing Agreement checklist
- SARs letter templates for clarification of a SAR
- SAR letter template regarding charging
- SAR letter template regarding excessive requests
- PCN Schedules template
- PCN due diligence questionnaire
- PCN conflict of interest policy
- PCN letter of authorisation
- Privacy Notice template
- Template record retention and disposal policy
- Homeworking Policy

### Practices

Advice on all aspects of the regulations and legislation affecting general practice whether under core contracts, primary care networks or any other arrangements with external organisations including federations. LMC Law will provide up to one hour of online advice and may agree (where appropriate) to a follow up session at no additional cost.

Up to one hour of advice in relation to PCN Incorporation and any other PCN matter.

Review and comments in respect of any documentation, (contractual or otherwise) whether from commissioners or any other external organisation.

### Caretaking Arrangements

- Advice and support on caretaking arrangements
- Review and comments on caretaking documentation

### GDPR

- Advice on all aspects of UK GDPR in relation to healthcare
- Advice on data sharing agreements

YOR Local Medical Committee Limited (YORLMC Ltd)

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Registered as a Company limited by Guarantee. Registered in England No. 6349731.

*Chief Executive: Mrs Angela Foulston*

*Medical Secretary: Dr Brian McGregor*

- Advice on data protection legislation and freedom of information requests

#### Seminars

- A one-hour seminar on any of the topics above

#### Property

- Up to 30 minutes general advice on property/premises issues

### Advice to healthcare companies/provider arm organisations

- Advice on corporate and commercial law relating to articles of association, shareholder agreements, corporate governance issues, elections and voting
- Drafting and advising on special resolutions and meetings of shareholders
- Provision of Trust Deeds and guidance notes
- Terms of reference for board members
- Terms of engagement
- Provision of conflict of interest policies, dispute resolution policies
- General advice on joint venture structures with other entities including community trusts, hospital trusts etc.

### What is not included?

Any services falling outside of the YORLMC LAW service will be chargeable by LMC Law at usual discounted and competitive rates. For example, LMC Law shall charge competitive fixed rates (POA) for Partnership Agreement drafting and amendments to existing agreements.

LMC Law shall not itself provide the following, however if required, LMC Law can refer to an associate firm:

- Litigation/negotiation in partnership or other disputes
- Mediation, arbitration
- Defamation
- Criminal law
- Intellectual property, patents, copyright
- Preparation of documentation in relation to property transactions and specialist advice in respect of this
- Employment and HR advice\*

In the event matters fall within the list of excluded services, then LMC Law will use all best endeavours to refer to a third party at reasonable and fixed rates.

**\*Please see our individual flyers for practices and Federations regarding our competitively priced HR and Employment Indemnity Package**

**June 2021**