

Most Capable Provider Process and Timetable

The process and timetable for securing the most capable provider is set out below. Following agreement by the Wiltshire CCG, this process is already underway and is being led by the NHS South, Central and West Commissioning Support Unit.

No	Task	Dates
1.1	Market assessment report:	11/04/16 – 28/04/16
1.2	Prior Information Notice (PIN) and questionnaire drafted	11/04/16 – 28/04/16
1.3	Market assessment report delivered	28/04/16
1.4	PIN and questionnaire delivered	28/04/16
1.5	PIN and questionnaire draft agreed	29/04/16
1.6	Consideration given to Market assessment report and next steps	28/04/16 – 03/05/16
	Decision point – did Market assessment indicate a viable competitive market?	
2.1	PIN and questionnaire released	13/05/16
2.2	PIN and questionnaire submission deadline	27/05/16
2.3	PIN and questionnaire submissions assessed	27/05/16 – 03/06/16
	Decision point – did response to PIN and questionnaire indicate a viable competitive market?	
3.1	Assessment design	06/06/16 – 10/06/16
3.2	Process approved	TBC
3.3	Invitation to Propose a Solution released to Potential Provider(s)	15/06/16
3.4	Invitation to Propose a Solution submission closing date	21/07/16
3.5	Submission evaluations	22/07/16 – 12/08/16
3.6	Provider decision announced	September 2016
3.7	Primary Due Diligence period with Provider	October 2016
3.8	Further Due Diligence leading to contract award and transfer of service	From December 2016
3.9	Service commences	April 2017

There are three stages to the process, with each one dependent on the results of the previous. The process is fairly swift, with the announcement of a most capable provider by September 2016.

Stage One

The first stage is the **market assessment** stage, and results in a short market assessment report being delivered to the Lead Commissioner for consideration. This will be predominantly compiled by procurement specialists, however the Lead Commissioner will be asked to support where they have existing intelligence that can be taken advantage of i.e. in respect of known local providers.

Stage Two

Based on the points raised in the market assessment report, a decision shall be made as to whether there is any kind of market for CAMHS (this will be a fairly low bar), and based on that a decision shall be made as to whether or not a **Prior Information Notice and short Questionnaire** will be sent out. This will ask the market a few (3 or 4) very high level questions about whether they believe there is a market for CAMHS, and whether they believe they could provide CAMHS in Wiltshire.

Stage Three

Based on the response to the PIN and market sounding questionnaire, there shall be a final decision point regarding whether or not to formally (but in a very light touch manner) **go out to the market to source a provider**.

As an example, if only one substantive response to the market sounding questionnaire is received, then it would quite safely be concluded that there is no local market. **This would result in going straight to contract with that one provider.**