

GLOSSARY OF TERMS

In this Memorandum of Information and the Pre-qualification Questionnaire the following terms shall, unless otherwise stated, have the meanings detailed in the table below.

Glossary of Terms

Term	Abbreviation	Explanation
Average Length of Stay	ALOS	The total number of Occupied Bed Days divided by the total number of Finished Consultant Episodes for a particular aggregation of activity over a particular period.
Bidder		Any Consortium or other organisation invited to progress to the selection stage of the Project, to be issued with the PITN.
Commission for Architecture in the Built Environment	CABE	An organisation dedicated to encouraging high quality design of public buildings.
Candidate		Any Consortium or other organisation who responds to the PQQ.
Community Health Council	CHC	Statutory body to represent users and carers of local NHS services. From 1 December 2003, the CHC will be replaced by the Commission for Patient and Public Involvement in Health (CPPIH). There will also be independent support for complainants from the Patient Advice and Liaison Service (PALS).
Commission for Health Improvement	CHI	An independent body to check that local systems of Clinical Governance are working. CHI has the capacity to investigate and intervene when serious or persistent clinical problems are identified in the NHS.
Capital Investment Branch	CIB	An executive department within the Department of Health responsible for the development of the private finance initiative within the NHS.
Cambridgeshire and Peterborough Mental Health Partnership Trust	CPMHPT	The NHS trust responsible for the provision of mental health services in the area.
Design, Build, Finance and Operate	DBFO	The four key elements associated with the Private Finance Initiative.
Departmental Cost Allowance Guides	DCAG	A capital cost allowance for building and engineering costs for an individual department within a development for a new or extended healthcare facilities.
Diagnostic and Treatment Centre	DTC	A healthcare facility designed to provide planned day care and one stop services, sometimes referred to as Ambulatory Care and Diagnostic Centres.
Edith Cavell Hospital	ECH	The hospital and site where the new hospital development will be located
Electronic Patient Record	EPR	Computerised patient care information, which will eventually replace hard copy patient notes through the Government's Information for Health initiative.
Full Business Case	FBC	A document prepared to develop and reflect the final project agreement. It will form the basis upon which final approval of the scheme is granted.
Final Invitation to Negotiate	FITN	The collective name for the briefing document issued to the two short-listed bidders in stage three of the procurement process.
Facilities Management	FM	The maintenance of buildings and provision of those non-clinical services essential to the functioning of a clinical facility.

Term	Abbreviation	Explanation
Greater Peterborough Primary Care Partnership	GPPCP	The North and South PCTS together with local adult social services are collectively called the Greater Peterborough Primary Care Partnership. They share a joint management structure and hold joint board meetings. It should be noted that unless the three organisations formally merge, the statutory body that will be a signatory to the project agreement will be the North Peterborough PCT.
Health Improvement Programme	HlMP	These have been superseded by the local delivery plan (LDP). A local plan, led by the Norfolk, Suffolk and Cambridgeshire Strategic health authority but involving local Trusts, Local Authorities and other partners which sets the strategic agenda for improving health and health services over the coming three years.
Information and Communication Technology	ICT	The equipment, systems and philosophies that enable effective communication and integration of both voice and data.
Invitation to Negotiate	ITN	A series of documents issued to qualifying candidates in order to invite response. These provide information about the scheme and define the information required in responses from bidders. This stage will be divided into Preliminary Invitation to Negotiate (PITN) and Final Invitation to Negotiate (FITN).
Mandatory Bid		A bid from a Candidate that fully complies with the core accommodation, service and contractual requirements of the Trust.
Member Organisation		The individual organisations that constitute a Consortium. This would usually include the Construction and Facilities Management contractor(s).
Median Index of Public Sector Building Tender Prices	MIPS	An index series produced by the Department of the Environment, Transport and the Regions for the Public Sector, calculated from rates for work and bills of quantities from accepted tenders. The index may be fixed price (FP) or variable price (VoP).
Memorandum of Information	MOI	This Memorandum of Information summarising the Project.
The NHS Plan	NHS Plan	The ten-year modernisation strategy for the National Health Service published in July 2000.
National Institute for Clinical Excellence	NICE	A special body set up to provide independent advice on best clinical practice to NHS clinicians and commissioning organisations.
National Service Framework	NSF	'Care Blueprints' which set out what patients can expect to receive from the NHS in major care areas or disease group. NSFs have been developed for 8 areas including Coronary Heart Disease, Mental Health, Cancer Services, Older People, Children and Paediatric Intensive Care Services.
North Peterborough Primary Care Trust	NPPCT	The NHS commissioning organisation covering the city of Peterborough north of the river Nene and which will be responsible for the clinical services provided in the Integrated Care Centre.
Outline Business Case	OBC	A document prepared to identify and develop the preferred option for the proposed Project.
Picture Archiving and Communication Systems	PACS	A technique for taking imaging data into a digital form and extracting it from imaging equipment for onward storage, display and transmission. This will ultimately replace 'wet' techniques currently used in X-Ray.
Primary Care Trust	PCT	Developed from PCGs and established on 1st April 2001 assuming responsibility from Cambridgeshire Health Authority for the commissioning of healthcare services.
Peterborough District Hospital	PDH	The hospital and site located near to the city centre.
Private Finance Initiative	PFI	A UK Government initiative seeking private capital funding and operation of serviced hospital accommodation.
Private Finance Unit	PFU	See CIB

Term	Abbreviation	Explanation
Peterborough Hospitals NHS Trust	PHT	The NHS trust responsible for the provision of acute hospital services in the area.
Preliminary Invitation to Negotiate	PITN	The collective name for the briefing document issued to the bidders in stage two of the procurement process.
Pre-qualification Questionnaire	PQQ	A questionnaire designed to enable the Trusts to evaluate the economic and financial standing, ability and technical capability of organisations responding to the OJEC notice. Issued in stage one of the procurement process and contained in Appendix D of the Memorandum of Information.
Preferred Bidder		The selected Bidder after the FITN submission and prior to Financial Close.
Preferred Option		The option chosen as part of the OBC and which is referred to as the public sector comparator (PSC).
Project Company	Project Co	The selected Consortia post Financial Close following Project Agreement sign off.
Project Team		The internal project team that is leading the Health Investment Plan Project on behalf of local NHS organisations.
Public Sector Comparator	PSC	The Trusts' option for the development against which the Bids will be evaluated to determine comparative value for money and affordability.
Relevant Organisation		All organisations connected with the bid. This would include: the shareholders, including Third Party Equity Providers; the Designer(s); the Advisors; and the Member Organisations.
Retention of Employment	ROE	A model developed by the NHS and agreed with UNISON that allows NHS staff working in five named soft FM services to remain employed by the NHS while the service is transferred to the private sector.
Service Level Agreement	SLA	An agreement between organisations for the provision of a service to an agreed level.
Service Payment		The payment made by the trusts to the private sector for the provision of the services.
Strategic Health Authority	SHA	The Strategic Health Authority is a statutory NHS body responsible for setting out a coherent Strategic Framework for healthcare in consultation with stakeholders. The body also oversees the performance management of service providers, works to build service capacity and support performance improvements.
Strategic Outline Case	SOC	The document used to establish the strategic context, assess the options and make the case for change. The SOC for the mental health unit was approved in July 1999 and for the acute hospital and integrated care centre in February 2001.
Trusts		The collective term for the three NHS bodies that will be signatories to the project agreement, namely; Peterborough Hospitals NHS Trust, Cambridgeshire and Peterborough Mental Health Partnership NHS Trust and North Peterborough Primary Care Trust.
Transfer of Undertakings (Protection of Employment) Regulations 1981	TUPE	Regulations to protect staff terms and conditions of employment when transferring to a new employer.
Variant Bid		A bid from a Candidate that differs in some way from the core accommodation, service and contractual requirements of the Trust. Unless otherwise expressly stated, variant bids are not mandatory.