

Guidance on completing

A Support Plan for Carer's Respite Services

1 Overview

From the 1st June we are adding two new service types to support the Recording of Carer Break Offers and, allow within the support plan, as ongoing services without the need to keep updating the support plan every time respite is taken.

These services are only to be recorded on the Services Users Support Plan.

The process will start at the Contact stage and this is completed by the HSCD Department. The Reason for Referral Contact Type and Contact Issue will be 'Request for Respite'

2 Support Plan

Add the service in the usual way, choosing the appropriate option under Community Care:

Add new service to Adults Support Plan - Step 1
This wizard guides you through the process of proposing a service.

- Search the available services by specifying service types folders and type of service.

Search Criteria

Search By

- ☐ Is this service non-commissioned?
- ☐ Free Text Query
- ☒ **Service Type Folder**
- ☐ Service Provider
- ☐ Duplicate Existing Service

Search by Folder

Service Type Folder **ASC Community Care** ▼

Service Type Folder

- ASC 24Hr Home Care
- ASC Home Care
- ASC Hospital Discharge
- ASC Live In Care
- ASC Outreach
- ASC Respite Recording Non-Res
- ASC Respite Recording Res

Once the correct options have been chosen, either in the 'comments' column or from the Plan itself, ensure that the following wording has been completed for each service.

Nursing or Residential Carer Respite

'Your carer break personal budget is [x] per week. This represents [x] nights of [type of placement] that are available to you per **financial** year. To arrange this residential respite care, please contact Hillingdon Social Care Direct on 01895 556633, giving one months notice where possible'. If there is an Allocated Worker, they will contact Brokerage themselves.

Liquidlogix Adults (Ref: 58850) Home Help Menu System Find Leonard Hiles

Completed: 17-May-2016

Your Plan

- Summary of Your P...
- Resource Allocation...
- Care and Support...
- Support and Planni...**
- Your Personal Bud...
- Your Weekly Timet...
- Contingency Plan
- Agreement To Sha...

Being Met

Being able to make use of your home safely - Eligible Need

Details of your needs
Being able to make use of your home safely

Being Met

Maintaining a habitable home environment in the Carer's Home - Non-Eligible Need

Maintaining a habitable home environment in the Carer's Home

Details of your needs

Being Met

Managing and maintaining nutrition (Carer) - Eligible Need

Managing and maintaining nutrition

Details of your needs

Being Met

Developing and maintaining family or other personal relationships (Carer) - Eligible Need

Developing and maintaining family or other personal relationships

Details of your needs

Being Met

Making use of necessary facilities or services in the local community (Carer) - Eligible Need

Making use of necessary facilities or services in the local community

Details of your needs

Being Met

Engaging in recreational activities (Carer) - Eligible Need

Engaging in recreational activities

Details of your needs

In Progress

Details of what you would like to achieve
Maintaining a habitable home environment in the Carer's Home

In Progress

Details of what you would like to achieve
Managing and maintaining nutrition

In Progress

Details of what you would like to achieve
Developing and maintaining family or other personal relationships

In Progress

Details of what you would like to achieve
Making use of necessary facilities or services in the local community

In Progress

Details of what you would like to achieve
Engaging in recreational activities

Current

Your carer break personal budget is 28.39 per week. This represents 20 nights of Residential placement that are available to you per year. To arrange this residential respite care, please contact Hillingdon Social Care Direct on 01895 556633, giving one months notice where possible.

Provider: LB Hillingdon Recording
Service: LBH Respite Recording - Respite Dementia Residential - SPOT
Cost: £1,476.00 Intermittent (per Financial Year)
Starting: 02-May-2016, Ending: ----
Type: Respite Dementia Residential
Decision: 17-May-2016
Main Beneficiary: My Carer
Mrs CLAUDETTE STOFFBERG, 08-Feb-1969 (Ref: 58852)

Your services should reflect this new service where appropriate.

Brokerage will then add the actual dates of usage outside of the Plan where Nursing or Residential Carer Respite has been added within the Support Plan

Home Care Carers Respite

Home Care Carers Respite can only be used if the Service User the carer cares for is currently in receipt of Home Care

'Your carer break personal budget is [x] per week. This represents [x] additional hours of homecare that are available to you per financial year. To take these additional hours, please contact your existing provider directly'

Liquidlogix Adults (Ref: 193453) Home Help Menu System Find Leonard Hiles

Completed: 17-May-2016

Your Plan

- Summary of Your P...
- Resource Allocation...
- Care and Support...
- Support and Planni...**
- Your Personal Bud...
- Your Weekly Timet...
- Contingency Plan
- Agreement To Sha...

Being Met

the Carer's Home - Eligible Need

Being Met

Managing and maintaining nutrition (Carer) - Eligible Need

Managing and maintaining nutrition

Details of your needs

Being Met

Developing and maintaining family or other personal relationships (Carer) - Eligible Need

Developing and maintaining family or other personal relationships

Details of your needs

Being Met

Making use of necessary facilities or services in the local community (Carer) - Non-Eligible Need

Making use of necessary facilities or services in the local community

Details of your needs

Being Met

Engaging in recreational activities (Carer) - Non-Eligible Need

Engaging in recreational activities

Details of your needs

In Progress

Managing and maintaining nutrition

Details of your needs

In Progress

Developing and maintaining family or other personal relationships

Details of your needs

In Progress

Making use of necessary facilities or services in the local community

Details of your needs

In Progress

Engaging in recreational activities

Details of your needs

Proposed

Your carer break personal budget is 3.32 per week. This represents 12 additional hours of homecare that are available to you per year. To take these additional hours, please contact your existing provider directly

Provider: LB Hillingdon Recording
Service: LBH Respite Recording - Respite Home Care - SPOT
Cost: £172.80 Intermittent (per Financial Year)
Starting: 02-May-2016, Ending: ----
Type: Respite Home Care
Decision: 17-May-2016
Main Beneficiary: My Carer (Ref: 194512)

Your services should reflect this new service where appropriate.

Home Care Carers Respite will be monitored through 'actuals' within ContrOCC