

Report to the Adult Social Care Scrutiny Commission

Date: 9th January 2014

Elderly Persons Homes Update

Lead Director: Tracie Rees

Useful Information:

- Ward(s) affected: New Parks, Western Park, Latimer, Eyres Monsell
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1. Summary

- 1.1 This report provides an indicative timetable for the actions needed to support existing residents living in the Council's Elderly Persons Homes that are due to be closed. See Appendix 1.
- 1.2 Appendix 2 provides an ammonised summary of the progress of individual residents to move to alternative accommodation, where the homes are to be closed in phase I (Herrick Lodge, Elizabeth House and Nuffield House). The provision of this information has been agreed by the Council's Information Governance service.
- 1.3 The information details progress against the 7 stages in the "My Moving Plan" process.

Appendix 1. Indicative Timetable for the closure of Herrick Lodge, Elizabeth House and Nuffield House Activity	Task Owner	Due Date
Set up dedicated reassessment team to provide specific support to the residents and families affected by change	JH	Complete
Produce information for residents and families on how we will support them through change	AH	Complete
Produce template for registered managers to use to develop a moving plan for each resident and guidance for registered managers and social work staff on how to approach each stage of the moving plan	AH/RR	Complete
Hold staff workshop to enable all staff to fully understand the above	TR/AH/RR/ JH	Complete
Allocate cases to social workers so that officers can start to build relationships with residents and their families	JH	Complete
Identify if there are any residents who have been placed in our homes by the County Council. (We would need to liaise with the County Council about the process)	JH	Complete 1 county resident identified
Identify residents who have told home managers that they prefer to move as soon as possible.	RR	Complete None identified a wish to move early

Develop a practical checklist that managers can use to ensure that all arrangements are in place to make sure that each move runs smoothly.	AH	Developed in draft awaiting finalisation
<p>Complete stages 1 and 2 of moving plans</p> <p>Stage 1 is identifying the people each resident wants to be involved in their moving plan. This can include keyworkers in the home who know the resident well.</p> <p>Stage 2 is developing an outline moving plan which is passed to the social worker so that the resident's wishes are fully taken into account as part of the reassessment process.</p>	Home Managers	<p>31 residents have completed stage 1 and 2.</p> <p>3 residents are awaiting involvement from their relatives.</p>
Develop resident tracking plan for updating progress to Adult Social Care Scrutiny Commission once the process is underway.	RR/JH/AH	Complete
<p>Complete stage 3 of all moving plan (reassessments and support plans)</p> <p>(Assessments will be staggered and start at different times, assessments will vary in timescale depending on complexity)</p>	JH	Assessments have started
Review of moving plans planning the move day, and completing a moving checklist	Home	January 2014

<p>Following the reassessment residents will review and choose a new home. They can be supported by key workers from the home who know them well, if they wish</p> <p>We will then start to plan with each resident and their families, what needs to happen before and on the day of the move. We will set up a moving checklist so that we can keep a check that everything is on track.</p>	Managers	– the end date will be determined on individual circumstances
<p>Check that resident's new accommodation has been prepared with appropriate equipment /furniture etc. prior to move and everything is in place to make the move successful. (The date people move will be individually determined)</p>	JH	The end date will be determined on individual circumstances
<p>Day of Move: Ensure all actions on checklist have been implemented and safe transport of resident to new accommodation is organised. People can be supported by key workers from the home who know them well, if they wish.</p>	Registered Manager/ Social worker	The end date will be determined on individual circumstances
<p>We will put in place follow up checks in line with the residents' wishes to check how they are settling in. This will include members of staff from the social work team as well as informal networks such as family and friends.</p>	Social worker	Weeks 1-4 after move
<p>Four weeks after each resident has moved there will be a formal review of the resident's needs and this will be recorded. Residents and their families/ representatives are fully involved in this.</p>	Social worker	4 weeks after the move
<p>Six months after each resident has moved there will be a formal review of the resident's needs and this will be recorded. Residents and their families/ representatives are fully involved in this.</p>	Social worker	6 months after the move

Appendix 2

DATE: 16 December 2013

Step 1	Deciding who needs to be involved in your moving plan
Step 2	Meeting to look at what is most important to you in a new home
Step 3	Your social worker carries out a new assessment of your needs
Step 4	Meeting to review your moving plan and agree what will happen next
Step 5	Planning your move
Step 6	The day you move
Step 7	After you move

RESIDENT NO	STATUS	STEP ON MOVING PLAN	NOTES AND TARGET MOVING DATE
1	Resident	Step 3	
2	Resident	Step 3	
3	Resident	Step 3	
4	Resident	Step 3	
5	Resident	Step 3	
6	Resident	Step 3	
7	Resident	Step 3	
8	Resident	Step 3	
9	Resident	Step 3	
10	Resident	Step 3	
11	Resident	Step 2	
12	Resident		Awaiting involvement from representative
13	Resident	Step 2	
14	Resident	Step 2	Awaiting involvement from representative
15	Resident	Step 2	
16	Resident	Step 2	Awaiting involvement from representative
17	Resident	Step 2	
18	Deceased	n/a	Deceased
19	Resident	Step 3	
20	Resident	Step 3	
21	Resident	Step 3	
22	Resident	Step 3	
23	Resident	Step 3	
24	Resident	Step 3	
25	Resident	Step 3	
26	Resident	Step 3	

27	Resident	Step 3	
28	Resident	Step 3	
29	Resident	Step 3	
30	Resident	Step 3	
31	Resident	Step 3	
32	Resident	Step 3	
33	Resident	Step 3	
34	Resident	Step 3	
35	Resident	Step 3	