

SERVICE AGREEMENT FOR THE PROVISION OF INTERIM CARE ARRANGEMENTS

This agreement is between the Learning Disability assessment and care management service and the in-house care homes of Windsor Place, Southbank Close and Ivy Close.

1. Purpose/Objectives of the Service

The principle objective of the service will be to assist in ensuring interim care arrangements are in place for clients where there is a breakdown in current care arrangements, either temporary or permanent, whilst longer-term arrangements can be planned.

2. Service to be provided by the Service Provider

Herefordshire Council Learning Disability Services will arrange for not less than 3 places in its care homes for the purposes of an interim care service.

2.1 Description of Service

2.1.1 Herefordshire Council Learning Disability Services will provide not less than 3 places in its care homes for the purposes of the service. Service users will be admitted on an interim basis whilst longer-term care arrangements can be planned.

2.1.2 The places will be made available in accordance with the following allocation.

- 1 Residential Care places at Windsor Place
- 1 Residential Care place at Southbank
- 1 Residential Care place at Ivy Close

This allocation may change in the light of operational experience.

2.2 Service Availability

2.2.1 The service will be provided in the individual care homes for the purpose by Herefordshire Council Learning Disability Services.

2.2.2 No placement will exceed 12 weeks duration.

2.2.3 If, at the end of the 12 week period, the Council has not yet arranged an appropriate or agreed community care services for the service user, the Council will ensure an alternative arrangement is made whilst s/he waits for the establishment of longer –term care arrangements. Any such additional

agreement will be outside this agreement and made in accordance with the Councils normal financial procedures.

2.2.4 Reduction or change to this service may be amended in light of operational demand provided not less than 3 places remain available for the service as a whole.

2.2.5 Placement will be arranged at the first care home where a suitable vacancy exists in the service user's home community; at that care home.

3. Referrals to the Service

3.1 Referrals will be made by via the Community Learning Disability Team social work or nursing Case Coordinators, who will forward the request to the Learning Disability Operational Manager-Supported Living. The request will include relevant Community Care Assessment documentation, by fax or email, which will be forwarded to the receiving care home. Admission will normally take place within 24 hours of the referral to the care home.

3.2 No referrals can be agreed for admission until the care home has received the assessment documentation.

4. Refusals of Services

If or when a service user is offered and refuses an interim care placement, the Council will have fulfilled its responsibilities under the Community Care Act 2003. In these circumstances, the council will offer appropriate guidance to the Service User so that s/he may make an informed choice on their preferred care arrangements.

5. Ending of an interim care placement

A placement shall end 12 weeks after admission, or on the date the longer-term care services commences, whichever is sooner.

If at the end of 12 weeks, longer-term care arrangements have not been established or agreed, the provision of services thereafter will be in accordance with the terms of Clause 2.2.3 and 2.2.4.

6. Review of the Service

6.1 Herefordshire Council Learning Disability Services will meet on a monthly basis to discuss the operation of the service and consider whether an adjustment to the allocation of places described in 2.2.4 is necessary.

6.2 Additional review meetings will be convened at any time by agreement.