

EXTENDING FREE PERSONAL CARE TO UNDER 65s: IMPLEMENTATION PLAN

This implementation plan describes the actions required to implement guidance CCD3/2018 relating to the extension of FPC to those under 65 years of age.

The detail of the plan describes the actions to be undertaken prior to 1 April 2019 and ongoing compliance, including:

- Accurately identify the number of service users currently paying a contribution for their personal care;
- Review current service user contributions and categorise i) number of service users <65 who will cease to pay a contribution/pay a reduced contribution from 1 April 2019; and ii) number of service users <65 whose contribution will not change at 1 April 2019;
- Calculate loss of income as a result of extension of Free Personal Care (FPC) to under 65s;
- Develop a communication plan for all stakeholders;
- Develop and agree clear guidance on what constitutes personal care;
- Implement a process to ensure chargeable and non-chargeable services are easily identifiable on Carefirst;
- Develop and implement performance management arrangements;
- Clients receive support from Community Care that is personalised and able to respond better to individual needs and circumstances;
- The business systems and processes that support Self Directed Support are efficient and effective.

ISSUE	ACTIONS	RESPONSIBILITY	UPDATE	TIMESCALE
Financial reviews	Ensure all service users who will cease to pay a contribution or reduced contribution from 1 April 2019 are identified. PRIORITY 1.	CCF Team	Review has been undertaken and all service users identified.	COMPLETE
	Ensure all service users who will continue to pay a contribution from 1 April 2019 are identified. PRIORITY 2.	CCF Team	Service users identified and will be reviewed as per review date.	COMPLETE
	Letters to service users regarding their personal budgets.	CCF Team	Letters drafted for both Priority 1 and Priority 2 service users.	w/e 8 March 2019
	Ensure teams notified of all service users (43) who require a financial assessment.	CCF Team	List of service users to be sent to teams for review.	w/e 8 March 2019
Practice guidance	Ensure definitions of personal care is clear for all staff and consistently applied.	Advanced Practitioners	Meeting to be held on 14 March 2019.	Review 20 March 2019
Paperwork & guidance	Update relevant paperwork on Carefirst.	R Huggan	R Huggan to speak to Craig Bernard, Information Systems	Review 20 March 2019
Communication	Agree communication briefing for stakeholders.	Short-term working group.	Review at next meeting on 20 March 2019.	Review 20 March 2019
Implementation oversight	Short-term working group to meet as required to review implementation.	Short-term working group.	Next meeting will be held on 20 March 2019.	