
SINGLE ASSESSMENT PROCESS IMPLEMENTATION APRIL 2005

Responsible Cabinet Member(s) – Councillor Eleanor Lister, Adult Services Portfolio

Responsible Director(s) – Margaret Asquith, Director of Social Services

Purpose of Report

1. To gain approval for the implementation of the Single Assessment Process across Darlington, involving the following key stakeholders.
 - Older People over the age of 65, including those with a Mental Health need
 - People aged 18+ with a Physical or Sensory Impairment
 - Informal Carers
 - Darlington Borough Council Social Services Department
 - Darlington Primary Care Trust
 - Darlington GP Practices
 - County Durham and Darlington NHS Acute Trust
 - County Durham and Darlington Priority Services Acute Trust
 - Voluntary and Independent provider sector

The report has been written jointly with the Primary Care Trust (PCT) and an identical report is going to the PCT Board.

Information and Analysis

2. The Single Assessment Process (SAP) is outlined in the National Service Framework for Older People, Standard 2 Person Centred Care (DoH 2001). Guidance on implementation was provided within the Health Service Circular HSC 2002/001 and Local Authority Circular LAC (2002) 1, and applies to both health and social services. SAP recognises that many people have health and social care needs and that agencies need to work together so that the assessment and care planning are person centred, effective and co-ordinated. Locally the Community Strategy (Darlington Partnership 2003/2004) outlines the vision for building a better future for Darlington through a partnership with local people and organisations. A major themed goal within the Community Strategy is 'A place for living safely and well', which will be achieved through partnership working with core agencies to improve the public health and well-being. The Darlington SAP supports the achievement of both national and local goals and objectives through partnership working.

Background Information

3. In October 2001 there was strategic agreement between health and social care across County Durham and Darlington to commence planning for implementation. This was interpreted in Darlington through the formation of a Darlington Locality Implementation Group, which used the aforementioned DoH Guidance to agree local implementation process. This resulted in a pilot from December 2002 to March 2003, involving a single GP Practice and multi agency team.
4. A 'virtual' integrated team was set up, who utilised a combination of local and national assessment documentation. Roles and responsibilities across disciplines were shared in an effort to reduce duplication of service user assessment. Difficulties were encountered in the sharing of information due to Community Health Services not having IT systems to support SAP and primary health and social care systems not being able to communicate with each other.
5. The Evaluation Report (December 2002 – March 2003) of the pilot indicated that from a service user perspective the process was successful and provided:
 - A person centred assessment and care
 - The scale and depth of assessment was in proportion to the persons needs
 - Ensured agencies did not duplicate each other's assessments
 - Enable professionals to contribute to the assessment in the most effective way

However from a professional perspective, in order for SAP to be successful, the following was required:

- Locally agreed documentation based on national guidance
- Single point of access for health and social care
- Integrated health and social care teams
- Joint policies and guidance
- IT systems and connectivity
- Joint multi disciplinary training programme

This reiterated DoH guidance and recommendations.

Progress to date

6. SAP has to be implemented by April 2005. In order to achieve this the following has been agreed, developed and implemented:
 - SSD & PCT SAP Project Leads
 - SAP Steering Group and strategic direction from the PCT Chief Executive and SSD Director
 - Contact Assessment (i.e. initial/limited) agreed across County Durham and Darlington health and social care
 - Locally agreed Overview Assessment (in-depth) across Darlington PCT/SSD
 - Single points of contact within PCT, SSD, and Acute Hospital – DMH
 - Joint policies and guidance – to Draft 3 Stage.

- County Durham & Tees Valley & North Yorkshire Overarching Information Sharing Protocol - Document No. DTY ISP December 2003. Supported by a local agreed information sharing protocol.
- Locally agreed IT solution. Work ongoing re national IT connectivity via our Local Service Provider – Accenture.
- In-depth multi agency training programme currently running

Work is progressing towards integrated health and social care teams.

Outcome of Consultation

7. Service user and carer involvement has been an integral part of the process and representatives from older people, and adults with a physical disability were part of the Darlington Locality Implementation Group. Wide consultation with all key stakeholders has been achieved resulting in revised documentation, single points of access, staff training, plus policies and guidance, to underpin good practice to service users and carers.

Legal Implications

8. This report has been considered by the Borough Solicitor for legal implications in accordance with the Council's approved procedures. There are no issues which the Borough Solicitor considers need to be brought to the specific attention of Members, other than those highlighted in the report.

Section 17 of the Crime and Disorder Act 1998

9. The contents of this report have been considered in the context of the requirements placed on the Council by Section 17 of the Crime and Disorder Act 1998, namely, the duty on the Council to exercise its functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area. It is not considered that the contents of this report have any such effect.

Council Policy Framework

10. The issues contained within this report do not represent change to Council policy or the Council's policy framework

Decision Deadline

11. For the purpose of the 'call-in' procedure this does not represent an urgent matter

Recommendations

12. It is recommended that Members:-
 - (a) Approve SAP Implementation by April 2005 into core health and social care services;
 - (b) Note that the process will be monitored, evaluated, and adapted as required to meet public need and support ongoing organisational change;

- (c) Agree to support new ways of partnership working across health and social care, e.g. development of integrated teams; and
- (d) Agree to support information sharing through agreed information sharing protocols.

Reasons

13. The recommendations are supported by the following reasons :-

- (a) To facilitate DoH requirements for a Single Assessment Process by April 2005;
- (b) To support the Community Strategy vision for building a better future for Darlington. A major themed goal within the Community Strategy is 'A place for living safely and well', which will be achieved through partnership working with core agencies to improve the public health and well-being; and
- (c) To provide a more effective, efficient, person centred services across health and social care.

Margaret Asquith
Director of Social Services

Colin Morris
Chief Executive, Darlington PCT

Background Papers

DoH 2001 National Service Framework for Older People (NSF)
 DoH 2002/001 Health Service Circular
 DoH 2002 – 1 Local Authority Circular LAC
 DoH 1990 National Health Service and Community Care Act
 HMSO 1998 Human Rights Act
 HMSO 2000 Race Relations Act
 DoH 2001 Fair Access to Care Services - Policy Guidance
 Information on Referrals, Assessment and Packages of Care (RAP) in Adult Social Services - Data Collection
 DoH Performance Assessment Framework (PAF)
 DoH 2000 Carers and Disabled Children's Act
 DoH 2001 A Practitioners Guide to Carers Assessment
 Darlington Partnership 2003/04 Community Strategy
 Darlington PCT 2004 IM&T Strategy
 Darlington PCT 2004 IM&T Security Policy
 County Durham & Tees Valley & North Yorkshire Overarching Information Sharing Protocol Document No. DTY ISP December 2003

Lynn Walker : Extension 3850