CABINET
7 February 2012

ITEM NO. ....

IMPLEMENTATION OF CARESTORE - RELEASE OF CAPITAL FUNDS

Responsible Cabinet Member – Veronica Copeland, Adult Social Care and Housing Portfolio

Responsible Director – Murray Rose, Director People

SUMMARY REPORT

Purpose of the Report

1. To request the release of Supported Capital Expenditure funding for Improving Information Management in Adult and Children's Social care by implementing the CareStore Project.

Summary

2. The Council has an allocation of Supported Capital Expenditure for improving information management across Social Care. Darlington Borough Council has an existing and ongoing agreement with the suppliers of our case management system (OLM) for the supply of a document management system - CareStore. Increasing strategic importance is now being placed on the Council for the improvement of data quality and the installation of an Electronic Document & Records Management System (EDRMS) through CareStore has the potential to provide significant benefits for both Adult's and Children's Social Care.

Recommendation

3. It is recommended that Members approve the release of £30,623 to implement the EDRMS Project.-

Reasons

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

    (a) Creation of a single integrated client record in Children's & Adults Social Care

    (b) Improved responsiveness to and compliance with Government legislation including the Data Protection Act (1998)

    (c) Efficiencies in time, information sharing, security, data quality and accuracy.

Murray Rose
Director of Services for People

Background Papers

Project Initiation Document ESCR CareStore powered by WISDOM

Author: Ann Lovegreen **Extension**: 3210

S17 Crime and Disorder	This report has no implications for Crime and Disorder
Health and Well Being	This report has no implications for Health and Well Being
Sustainability	This report has no implications on sustainability
Diversity	This report has no specific implications on diversity
Wards Affected	All wards
Groups Affected	All social care service users
Budget and Policy Framework	This report does not recommend any changes to the Council's Budget or Policy Framework
Key Decision	This is not Key Decision
Urgent Decision	This is not an Urgent Decision
One Darlington: Perfectly Placed	This report has no implications for One Darlington: Perfectly Placed
Efficiency	This report identifies efficiency gains and performance improvement in paragraph 6

MAIN REPORT

Information and Analysis

Description of Scheme

5. The release of capital expenditure will facilitate the implementation of the CareStore Electronic Document and Records Management System.

Objectives and Outcomes of the Scheme Including Performance Measures

6. To realise the cost savings, efficiency gains and performance improvements that can be achieved in switching from a paper-based document storage system to an electronic system of filing. Core benefits of the project include:

    (a) Creation of a single integrated electronic client record eliminating the distinction between the paper and the electronic client record providing our social workers with access to the complete client record.

    (b) Improved responsiveness to and compliance with Government legislation including the Data Protection Act (1998).

    (c) Reduced time spent on filing and on retrieving the paper based client record.

(d) Simultaneous sharing of electronic documents between multiple workers and across different sites/locations.

(e) Improved security features and accountability processes.

(f) Better data quality and accuracy.

(g) Reduction of duplication between paper and electronic records.

(h) Fewer filing cabinets and therefore more cost effective use of office space.

(i) Reduced requirement for document archiving.

Financial Implications

7. The fixed costs are:-

Purchase of CareStore3/WISDOM	£25,000
Xentrall costs – web server and SQL server	£5,623
TOTAL	**£30,623**

8. Potential efficiencies through the implementation of the Carestore project will be evaluated as part of a Rapid Improvement Event of the Carefirst system.

Outcome of Consultation

9. Consultation has been via the Social Care Project Board