

HSE / Cork CIL Assisted Living Services

CHO4 - South Lee

Cork Centre for Independent Living [Cork CIL] is a not for profit organisation based in Lawley House Monahan Rd Cork. Cork CIL has a Service Level Agreement [ALS] with the HSE to **provide Assisted Living Service [ALS] Personal Assistant [PA]** support to people with a primary physical or sensory disability in the South Lee area of CHO 4.

HSE Funded Supports

Cork CIL's Service Level Agreement [SLA] with the Health Service Executive [HSE] accounts for over 95 % of all services activity. The core funding from the HSE has not changed since 2011. It is a fixed funding resource that Cork CIL must work within. On behalf of the HSE Cork CIL provides a range of Personal Assistant [PA] supports for people with primary physical/ sensory disability. As these are contracted services captured in an annual SLA. As an HSE service there are clear service criteria.

Services Provided

The type of PA supports provided by Cork CIL are very varied. They range from personal care and therapy supports to social inclusion supports. Service User / Leaders have allocated PA hours ranging from 2 hours a week to over 70 hours per week.

HSE PA Services are contracted in 2-two ways:

1. **Assisted Living Services** - Services for most service users, is provided for from core funding. This is managed by the HSE as part of Home Support Services. The types of existing service provision vary. Currently new applications are, in the first instance, being considered for **social inclusion supports**.
2. **PA Support Services for Named Service Users** with hypothecated [dedicated] funding - More recently and for new service users funding is identified by the HSE Disability Services on a named service User basis. From within this agreed funding, services are provided to Named Service Users. If this service is no longer needed by the Service User or they move or Cork CIL cannot provide the supports the funding follows the Service User and moves with them. It does not become available to other applicants.

Assisted Living Services [ALS]

ALS supports are part of a continuum of support that also include Home Support Services [Home Help]. **The Assisted Living Service is a service that you as a Public Health Nurse [PHN] can assess and make a referral for.** Applications are currently being considered for Social Inclusion Supports

Criteria for ALS Services

- ✓ Under 65 years at start of service - [under 64 years at the time of application.]
- ✓ Living in Cork CHO 4 South Lee. [outside this area is on a case by case basis in discussion with Home Support Manager]
- ✓ A **PRIMARY PHYSICAL / SENSORY DISABILITY** [eligible for inclusion in the NPSDD]
 - × Whilst we appreciate that chronic illness may be disabling it may not constitute a primary physical disability
 - × If main service provision to date has been in ID sector applicant unlikely to be eligible

Type of Referrals

✓ **Social Inclusion Supports**

Applications are currently being considered for **social inclusion supports** [SI]. If an applicant is requesting or is assessed as needing activities of daily living [ADL] /personal care supports should in the first instance be referred to the Home Support Service [Home Help], discussed with the ADPHN or Home Support Manager.

? **Support to Attend Hospital Appointments**

Regularly referrals are made with the request to accompany service users to hospital/clinic/surgery appointments. We are unable to consider these referrals at this time. When Service Users and PA's are matched, the PA's are employed to work at agreed and specific times. They are only paid for the time that they work and often work with several different Service Users so may have limited flexibility/availability. If an appointment is planned at a time that the PA can accompany a Service User, then this is a role for a PA.

? **Transport Service**

Cork CIL staff **do not** routinely carry service users in their [PA's car] and a PA service is **not an alternative transport option**. Regularly referrals are made solely for a request of transport. This will not be considered however Travel Club may be of interest.

If a PA matched with a Service User chooses to consider taking the Service User, they know in their car they must have this authorised by Cork CIL and meet the requirements of the Cork CIL Driving for Work Policy.

✓ **Transport Travel Club**

Cork CIL has a **Travel Club**. Applicants may wish to explore Travel Club membership which is open to anyone in Cork with a physical disability and may be an option for lower cost travel. Contact Cork CIL directly for information.

× **Domestic / Housekeeping Supports**

Cork CIL does not provide a domestic/housekeeping service.

Summary

Applications **not currently considered eligible** for the ALS service:

- × People with a primary intellectual disability
- × People who service supports are from an Intellectual Disability Service provider
- × People whose main supports needs are with mental health difficulties or mental illness.
- × Supports in mainstream pre-school, primary or post primary school [request support from the school principal who can apply to the Dept of Education].
- × Chronic medical conditions e.g. such as epilepsy, IDDM, COPD and heart disease may be disabling however, these do not meet the current service criteria of primary physical / sensory disability.
- × Requests primarily for transport
- × Requests to attend hospital appointments
- × Requests for child care

New Referral - ALS Application Process

To be referred all new applicants need to contact their PHN who should meet them, assesses their described need and if eligible, apply in partnership with them and with their consent.

All completed applications and assessments must then be submitted by PHN to the ADPHN representative on the Local Prioritisation committee. This is currently Judy Purkiss and in her absence Caroline Forbes.

Applications Forms

- All PHN assessments need to be 'up to date'
- PHN's are requested to complete the application and assessment forms – (Using a black or blue pen.
- Type directly or write legibly these applications are photocopied and scanned often multiple times and can quickly become unreadable.
- All applications **must** be signed by the applicant where possible.
- For minors the application **must** be signed by the child's parent or guardian
- An Eircode, a contact number and an e-mail if available for the applicant must be clearly recorded on the application form. It will speed up our communication.
- The application must be signed by the referrer (PHN). PHN is asked to include their direct contact number (not a health centre number) and an e-mail address. This is how we will update you on the progress of applications
- The completed application form must then be signed by the ADPHN and for South Lee Applications sent for attention of:
Home Support Manager
Local Prioritisation Committee (LPC)
First Floor, Block 8,
St Anne's Ward,
St Finbarr's Hospital, Cork

Existing Service User Referral - ALS Application Process

Existing Cork CIL Service users may request an increase in hours. All services are delivered within the same designated resource, so increase is not automatic.

In the first instance Service Users would be encouraged to speak with their Cork CIL Service Co-ordinator. With the Service User they will review their PA hours and explore if they can be used differently to better meet their needs. If an increase would benefit the Service User Cork CIL will submit an up to date application to the LPC. This will be considered alongside all other applications. If the needs of the Service User have changed, they may need to be referred back to the PHN. If a Service User contacts their PHN directly please reassess and if following assessment, you consider an increase in hours is appropriate submit a new application form to LPC as above

All completed applications and assessments must then be submitted by PHN to the ADPHN representative on the Local Prioritisation committee. This is currently Judy Purkiss and in her absence Caroline Forbes.

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St Anne's Ward,
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Local Prioritisation Committee [LPC]

Applications for ALS supports are reviewed at a Local Prioritisation Committee [LPC] meeting. These meetings take place about every 6-8 weeks. They are chaired by the HSE Home Support Manager for South Lee CHO4 and include Cork CIL Manager, an Assistant Director of Public Health Nursing, an HSE administration officer.

If the applications meet the criteria and Cork CIL can in principle provide the supports requested the applicants will be contacted in writing and with their consent to be included in a prioritised waiting list.

If you have made a referral and want to be kept updated on the progress, please include your e-mail in the application form.

A Prioritised Waiting List

A waiting list is in operation for the HSE ALS Service. This is a HSE Wait list that Cork CIL maintains. All those currently on the waiting list are wait listed for Social Inclusion supports and whilst important this is not a 'critical' support'. The waiting list is reviewed by the LPC at each meeting and validated formally every 12-18 months.

A weighting is applied to applicants on the waiting list e.g. applicants who live alone, have no other supports and / or those who have a life limiting condition and are moving into a terminal phase of that condition have a higher greater weighting than those who would benefit from the supports but have access to a variety of supports such as full time day supports residential care or significant other home based supports. Once a priority is given then applicants are offered supports, in date order as the **resource becomes available and once Cork CIL is authorised to do so by the HSE.**

Contact

If you have a query or question please contact Pat Beirne telephone 021 432 2651 or pat.beirne@corkcil.ie. We will do our best to help.

Pat Beirne Manager Cork CIL
pat.beirne@corkcil.ie
On behalf LPC
May 2017 / Aug 2019/ Jan 2020

FAQ's

What is a primary Physical Disability?

Simply stated, a **physical disability** is any type of physical condition that significantly impacts one or more major life activities. That is a broad definition, but the types of physical disabilities, their causes, and the way they impact a person's life are wide-ranging and virtually limitless. It is understood that illness can have a significant and disabling impact but may not result in a person having a primary physical disability

Types of Physical Disabilities

Physical disabilities can be the result of congenital birth issues, accidental injury, or illness. When you consider the substantial number of potential causes of physical disabilities, you can appreciate that it is impossible to provide a comprehensive list naming each condition. One physical condition might be considered disabling to one person but not the next. The key aspect in defining physical disability is not whether a person has a specific condition but how that physical condition impacts his or her daily life. It is understood that illness can have a significant and disabling impact but may not result in a person having a primary physical disability

What type of supports can be provided through HSE CCIL ALS PA Services?

When referring someone for ALS PA Services you must consider what other supports can be applied for or accessed for them. If a person needs supports with personal care and intimate personal care you should in the first instance refer them for Home Help Supports. Referrals then to the ALS PA Services is for social support in the home and more often outside the home.

Can a PA provide Personal Care and Intimate Personal Care?

PA's do provide Personal Care and intimate personal care to existing named service users. For new service users, this role is usually providing by Home Support services

Can a PA support Bowel Management?

No PA's may not support bowel management except in exceptional circumstances, and assuming the clinical responsibility is retained by the Service Users PHN.

What if the applicant has a significant disability and needs a very high level of support?

If you have a new patient in the community not accessing any supports or a person with a newly acquired disability you should contact the Disability Services Manager for the area. It may be the case that this person needs consideration of individualised supports that whilst they may be provided by Cork CIL are not provided for as part of Assisted Living Services.

HSE Disability Services Manager CHO 4

South Lee - West Cork Please check HSE website

How are PA's employed

PA's are employed by Cork CIL directly. They are employed to work specific hours with named service users. One PA may work just with one Service User or several service users. All services are planned. We do not employ PA's on standby or on-call. We often need to recruit staff when new service users are released from the waiting list.

Can a PA be requested to drive people to appointments?

PA's cannot be allocated with the primary role of transport. PA's can accompany Service Users to appointments if a PA and service user are already linked and the appointment is planned to coincide with the scheduled PA session. PA's do not routinely carry Service user in their cars. Transport is the responsibility of the service users. Cork CIL has a Driving for Work Policy. This can be viewed on our website www.corkcil.ie.

If a parent with a Disability has a baby or young child can a PA be allocated to carry out child care?

No this is not a service that can be supported by ALS PA services

If a parent has supervised access with their child can the PA provide this?

No

Can a PA provide support in mainstream pre-school?

No. Prior to 2016 some of the ALS-PA Services was used to support children 3 years + in **Mainstream Pre-school** (not crèche) This support has now ceased.

Can PA be requested to provide domestic services?

No this is not the role of a PA. PA's will provide some light domestic support as it relates specifically to the Service User. They may not be asked to provide heavy domestic work, domestic work for the extended family, cooking and meal preparation for other than the Service User or gardening

If a Service User wants additional hours is this automatic?

No. If an existing service user requests additional hour they should contact their PHN who should reassess and if appropriate refer to the LPC for Assisted Living supports where the request will be considered. A prioritised waiting list applies and requests for additional hours will be weighted and may have a lower waiting than others on a wait list who have no service