



## General Information - Assisted Living Personal Assistant (PA) Services HSE / Cork CIL-South Lee

A Personal Assistant [PA] is a qualified health and social care worker who works with and for a person with a disability so that they can achieve the independence they want. Everyone is different and what each person wants from a PA will vary. How much direct responsibility for managing a service also varies from person to person. This is an outline of services and possible options for Personal Assistant Services and the HSE/Cork CIL Assisted Living Personal Assistant Services (ALA-PA Service). We hope you find it useful.

### **HSE Funded Personal Assistant [PA] Services.**

The ALS-PA Service is an HSE funded service. It is part of a continuum of community support services along with Home Support Services [formerly Home Help]. It is S 39 Funded Disability Organisation managed within the framework of the HSE Disability Services Cork CIL does not have access to other funding resources to provide home support and PA services. A prioritised waiting list is operated.

### **Applications for ALS-PA Services**

All applications for ALS-PA Services are usually made in the first instance by the Public Health Nurse (PHN). Completed applications are sent to Disability Services HSE South 1<sup>st</sup> Floor Blackpool T23 YY57. All applications are then considered at the next Local Prioritisation Committee (LPC).

**Criteria for Service – CHO 4** [providers North Lee, North Cork, West Cork, [IWA], South Lee [Cork CIL]

- Primary physical / sensory disability
- Living in CHO 4
- Under 65 years at start of service
- Application is for a service that is funded by the HSE and a service that is provided by Cork CIL
- The applicant fully understands and consents to the application. It is important that all applicants understand that if their application is successful a prioritised waiting list operates.

The Assisted Living Service is not the service to refer a new service user to if an emergency response is required or if a robust wrap around service is sought. These must be discussed directly with appropriate HSE Disability Manager.

### **Who Can Apply?**

#### **Adults**

Applicants > 18 years. If applicants meet the criteria and an appropriate service can in principle be offered, they are offered a place on a prioritised waiting list. This is done in writing and their formal consent is required.

#### **Minors**

Applicants < 18 years may be eligible but as they are in school and have access other supports and do not generally achieve a high wait list priority. Their applications must demonstrate an unmet need that is different to other young people of the same/ similar age.



ALS PA service is not an alternative to respite and does not supplement child care or home education services.

If applicants under 18 years old meet the service criteria they may be offered a place on a prioritised waiting list. This is done in writing and their parent / guardians must consent in writing.

### **Assisted Living Supports**

#### **Child Care:**

Cork CIL are not able to consider child care support within the current resource Cork CIL cannot accept referrals to facilitate supervised access visits.

#### **Pre-school:**

We no longer accept applications for pre-school supports these are now provided directly by the pre-school. For more information visit

<https://www.earlychildhoodireland.ie/work/information-parents/choosing-childcare/ecce-free-preschool-year/>

#### **Personal Care**

If the new referral is for personal care supports it is unlikely that the applicant can wait for services and the application will be referred back to PHN to explore Home Support Services or an Enhanced Home Care Application to response to this priority need.

#### **Bowel Management**

This is the responsibility of PHN.

#### **Therapy Programmes**

Requests for support with therapy programmes will also be considered on case by case basis. The community therapist must be willing to prescribe a written therapy programme and instruct the PA's. The Community Therapist needs to be available to directly train PA staff, assess their competence and be available for queries A copy of the programme needs to be lodged with or available to Cork CIL. It must be reviewed at a minimum every 6 months and updated as appropriate.

#### **Support at Appointments**

PA's may on occasion accompany a service user that they are actively working with. This usually requires the service user to plan their appointment time with their PA, but Cork CIL **cannot routinely** accept applications with a primary objective to accompany applicants to hospital or other appointments. If applicants are looking for this type of support, they are requested to consider the **Cork CIL Travel Club** to support attendance at appointments.

#### **Transport**

Cork CIL PA's **do not** routinely take Service Users in their car. If this is done it is by negotiation with Cork CIL, the PA and in line with **Cork CIL Driving for Work Policy**..

#### **Domestic & Housekeeping**

Application solely for domestic and housekeeping supports are not routinely considered



### Applications Forms

- All PHN assessments need to be 'up to date'.
- PHN's are requested to complete the 2023 Application (You can save these as a blank form on your PC and complete directly or print and complete using a black or blue pen. Please write legibly these applications are photocopied and scanned often multiple times and can quickly become unreadable.)
- All applications should be signed by the applicant where possible.
- For minors the application **must** be co -signed by the child's parent or guardian
- Clear contact details for the applicant and referrer to be included.
- The completed and signed application form sent for attention of:

Mr Patrick McEvoy  
HSE Disability Manager Cork South  
First Floor, HSE Disability Office Blackpool, Cork T23 YY57  
Email [grace.oshea1@hse.ie](mailto:grace.oshea1@hse.ie)

### USEFUL LINKS

HSE Disability Office 021 492 7128

Patrick McEvoy (Disability Manager, Cork South) [Patrick.McEvoy2@hse.ie](mailto:Patrick.McEvoy2@hse.ie)

Caroline (Breda) Forbes Lead ADPHN [breda.forbes@hse.ie](mailto:breda.forbes@hse.ie)

Georgina Jefferies (Client Service Manager) South Lee [Georgina.jefferies@hse.ie](mailto:Georgina.jefferies@hse.ie)

Alison Ryan (Disability Client Services Manager, Cork Lee ) [alison.ryan@hse.ie](mailto:alison.ryan@hse.ie)

Garrett Cody. (Home Support Manager Cork South) South Lee [Garrett.Cody@hse.ie](mailto:Garrett.Cody@hse.ie)

Ken Anthony . (Home Support Manager Cork South) North Lee [Ken.Anthony@hse.ie](mailto:Ken.Anthony@hse.ie)

Pat Beirne Cork CIL [pat.beirne@corkcil.ie](mailto:pat.beirne@corkcil.ie) - 0867929684



## FAQ's

### What is a primary Physical Disability?

Simply put, 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 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 PA Provide Dementia Support?

Dementia is a challenge for the person with dementia and their carers. However the ALS service is not the appropriate service for referrals for dementia support <https://alzheimer.ie/county/cork> is a useful site.

### 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 Help services.

### Can a PA support Bowel Management?

No PA's may support bowel management, but this is 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

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. We do not



employ PA's on standby or on- call. All services are planned. 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](http://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 2015 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.

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