



**REPORT TO:** HEALTH AND SOCIAL CARE INTEGRATION JOINT BOARD –  
24 APRIL 2018

**REPORT ON:** DUNDEE ADULT CARERS ELIGIBILITY FRAMEWORK

**REPORT BY:** CHIEF OFFICER

**REPORT NO:** DIJB22-2018

## **1.0 PURPOSE OF REPORT**

The purpose of this report is to seek approval of the Dundee Adult Carers Eligibility Framework including Local Eligibility Criteria and Eligibility Threshold.

## **2.0 RECOMMENDATIONS**

It is recommended that the Integration Joint Board (IJB):

- 2.1 Notes the duties and powers placed on Local Authorities through the Carers (Scotland) Act 2016 regarding Duty to Support Carers and the Dundee Adult Carers Eligibility Criteria outlined in this report;
- 2.2 Approves the Dundee Health and Social Care Partnership Workforce Policy: Dundee Adult Carer Support Eligibility Framework and Eligibility Criteria (attached as Appendix 1);
- 2.3 Approves the publication of Carers Fact Sheet 6 (Adult Carer Support Plan) attached as Appendix 2 and Carers Fact Sheet 9 (Adult Carers Eligibility Criteria) attached as Appendix 3;

## **3.0 FINANCIAL IMPLICATIONS**

- 3.1 Funding for the implementation of the Carers Act has been provided nationally as part of the additional £66m investment in social care by the Scottish Government included in the 2018/19 local government finance settlement. The cost of implementation of the Act for Dundee Health and Social Care Partnership is anticipated to be £350k per annum which has been planned for as part of the IJB's 2018/19 budget.

## **4.0 MAIN TEXT**

### **4.1 Overview of Carers (Scotland) Act 2016 (The Act)**

- 4.1.1 The Act aims for Adult and Young Carers to be better supported on a more consistent basis so that they can continue to care, if they so wish, in good health and to have a life alongside caring. For young Carers, the intention is similar to that for adult Carers but that young Carers should have a childhood similar to their non-carer peers. The Act commenced in April 2018.
- 4.1.2 The Act defines a Carer as an individual who provides or intends to provide care for another individual (the "cared-for person"). The Act removes the substantial and regular test used in previous legislation to define the caring role and the requirement that the cared-for person must access community care services in their own right. In doing so, the Act expands who can be defined as a Carer and supports a greater focus on the impact caring has on the Carer as well as the Carers Personal Outcomes related to the caring role.

## **4.2 Eligibility Criteria**

- 4.2.1 The Act introduces a duty to set and publish a local eligibility criteria which provides information about access to support. Local eligibility criteria are the criteria by which the local authority must determine whether it is required to provide support to Carers to meet Carers' identified needs. The Act also requires that the Criteria must be reviewed within three years of the date of the Criteria being published.
- 4.2.2 Before setting and publicising this criteria, Local Authorities are required to involve and consult with Carers, Carers Organisations and any other relevant partners in the preparation of the Criteria. In line with this requirement and our local approach, the Dundee Carers Partnership piloted an outcome focused Eligibility Criteria as a partnership approach with Carers and Carers Organisations during the period 2016 - 2017.
- 4.2.3 The Statutory Guidance relating to Carers Eligibility Criteria which was published in November 2017 sets out a recommended Eligibility Framework. The Dundee Adult Carers Eligibility Framework developed in consultation with such persons and bodies' representative of Carers, and involving Carers has been mapped to the Framework described in the National Guidance (Appendix 1).
- 4.2.4 Based on this pilot, an Eligibility Criteria for Adult Carers based on Carers outcomes was developed. A report on the outcome of the pilot has been published on Dundee Health and Social Care Partnership Website and is available at:

[https://www.dundeehscp.com/sites/default/files/publications/whats\\_best\\_for\\_dundee\\_carers\\_report\\_18\\_dec.pdf](https://www.dundeehscp.com/sites/default/files/publications/whats_best_for_dundee_carers_report_18_dec.pdf)

## **4.3 Local Approach and Strategic Direction**

- 4.3.1 The approach taken to supporting the health and wellbeing of Carers in Dundee is outlined in A Caring Dundee: A Strategic Plan for Supporting Carers in Dundee 2017-2020. The stated vision in this plan is that we will achieve 'A Caring Dundee in which all Carers feel listened to, valued and supported so that they feel well and are able to live a life alongside caring. This is described further in Appendix 1.
- 4.3.2 The approach to supporting Carers has been shaped by local Carers. Carers told us that although they welcomed the introduction of the new right to have an Adult Carer Support Plan they valued the existing way of delivering Carer's supports through sign posting, advice, help and guidance to manage their own support. The proposed arrangements allow all Carers to be supported (with or without an Adult Carer Support Plan) and whether or not the Carers identified needs meet local eligibility criteria.
- 4.3.3 The Statutory Guidance relating to Carers Eligibility Criteria which was published in November 2017 sets out a recommended Eligibility Framework. The Dundee Adult Carers Eligibility Framework developed in consultation with such persons and bodies' representative of Carers, and involving Carers has been mapped to the Framework described in the National Guidance (See Appendix 1).

## **5.0 ADULT CARER SUPPORT PLANS**

- 5.1 The Act introduces Adult Carer Support Plans (ACSP) to replace Carers' Assessments. The Act confers a duty on Local Authorities to prepare an ACSP for any adult carer identified by the responsible Local Authority. The Local Authority is responsible for offering ACSP to adult Carers that the Local Authority identifies, as well as preparing an ACSP for Adult Carers who request one.
- 5.2 Decisions about whether a Carer's identified needs meet local eligibility criteria depend on the information obtained through the outcomes focused conversation with the Carer whilst preparing their ACSP.

- 5.3 The legislation directs that the ACSP must set out the Carer's identified personal outcomes, identified needs and the support to be provided to the Carer, which may include a break from caring. The Act specifies that in addition to these the ACSP must contain a range of information which includes impact of caring on the Carer's wellbeing, Carer's choices about the caring role and arrangements for contingencies and emergencies.
- 5.4 Representatives of the Health and Social Care Partnership and Dundee Carers Centre and other third sector agencies have worked with Carers to develop, pilot and launch a Dundee ACSP which reflects Carers views, outcomes and wishes and requirements set out by the Act. The ACSP is contained within Appendix 1. Work is underway to update the ACSP in Social Work Recording System to fully reflect this format.
- 5.5 Dundee was selected as a Pilot area by Scottish Government, to test and provide information about how a number of provisions in the Act might be implemented. As part of the "What's Best for Dundee Carers Project" in 2017 local Carers were involved in finalising the ACSP and associated practice guidance so that the ACSP meets the legislative requirements in a way that Carers want.

## **6.0 ELIGIBILITY CRITERIA**

- 6.1 The Act introduces a duty to set and publish a local eligibility criteria to provide information about access to support. Before setting and publicising this criteria, Local Authorities are required to involve and consult with Carers, Carers Organisations and any other relevant partners in the preparation of the Criteria. The Act also requires that the Criteria must be reviewed within three years of the date of the Criteria being published.
- 6.2 The Statutory Guidance states that local eligibility criteria will be set through local decision making. Each local authority will need to choose the levels of impact/risk and need which are appropriate to trigger the duty to provide support, acknowledging that there will be circumstances that merit the exercise of the power to provide support to people whose needs currently fall below the local eligibility threshold.
- 6.3 The Dundee Adult Carers Eligibility Framework has been developed through Dundee Carers Partnership. This has involved Carers and stakeholders in a number of ways including the work undertaken through the "What's Best for Dundee Carers Project" in 2017. This Pilot Project included development of Eligibility Criteria and gathered views about the threshold for eligibility for Adult Carers in Dundee.
- 6.4 The Dundee Adult Carers Eligibility Framework covers four aspects:
- The outcome headings (or domains) agreed by Dundee Carers
  - The definition of risk levels and how Carers Outcomes will be met at each level
  - The asset based, preventative approach to meeting the needs of Carers in Dundee
  - The threshold that must be met for Carers to be eligible for funded support.

## **7.0 PUBLISHED INFORMATION**

- 7.1 The Health and Social Partnership website and MyLife Dundee Portal has a range of Carers Fact Sheets. Carers Fact Sheet 6 (Carer Support Plan) and Carers Fact Sheet 9 (Adult Carers Eligibility Criteria) (attached as Appendices 2 and 3) explain the proposed eligibility criteria. The IJB is asked to approve these Fact Sheets for publication. The intention is that new Fact Sheet 6 will replace the currently published Fact Sheet 6 and Fact Sheet 9 will be added as a new Fact Sheet.

## **8.0 POLICY IMPLICATIONS**

This report has been screened for any policy implications in respect of Equality Impact Assessment. An Equality Impact Assessment is attached as Appendix 4.

## 9.0 RISK ASSESSMENT

<b>Risk 1 Description</b>	Non-Compliance with Statutory Guidance (Government, Legal)
<b>Risk Category</b>	Low
<b>Inherent Risk Level</b>	3 x 4 = 12 Likelihood 3 x Impact 4 = Risk Scoring 12
<b>Mitigating Actions</b> (including timescales and resources )	<ul style="list-style-type: none"> <li>• The Eligibility Framework (including Criteria and risk categories) align with Statutory Guidance</li> <li>• Carers Scotland Act requires Local Eligibility Criteria to be set in consultation with local carers and stakeholders</li> <li>• Proposed Criteria were developed through Public Consultation</li> </ul>
<b>Residual Risk Level</b>	Likelihood 2 x Impact 3 = Risk Scoring 6
<b>Planned Risk Level</b>	Likelihood 1 x Impact 2 = Risk Scoring 3
<b>Approval recommendation</b>	Given the low level of planned risk it is recommended that IJB accept the risk.

<b>Risk 2 Description</b>	Eligibility Threshold not set at correct level to improve outcomes for carers. (Financial and Operational)
<b>Risk Category</b>	Moderate
<b>Inherent Risk Level</b>	Likelihood 3 x Impact 4 = Risk Scoring 12
<b>Mitigating Actions</b> (including timescales and resources )	<ul style="list-style-type: none"> <li>• Carers who do not meet Eligibility Threshold will be supported under power to support (rather than the duty)</li> <li>• Will be Reviewed within one year</li> <li>• Data Gathering will be undertaken about Carers outcomes</li> </ul>
<b>Residual Risk Level</b>	Likelihood 2 x Impact 3 = Risk Scoring 6
<b>Planned Risk Level</b>	Likelihood (insert scoring) x Impact (insert scoring) = Risk Scoring (insert overall risk scoring)
<b>Approval recommendation</b>	Given the moderate level of planned risk it is recommended that the IJB accepts the risk.

## 7.0 CONSULTATIONS

The Chief Finance Officer and the Clerk were consulted in the preparation of this report.

## 8.0 DIRECTIONS

The Integration Joint Board requires a mechanism to action its strategic commissioning plans and this is provided for in sections 26 to 28 of the Public Bodies (Joint Working)(Scotland) Act 2014. This mechanism takes the form of binding directions from the Integration Joint Board to one or both of Dundee City Council and NHS Tayside.

Direction Required to Dundee City Council, NHS Tayside or Both	Direction to:	
	1. No Direction Required	✓
	2. Dundee City Council	
	3. NHS Tayside	
	4. Dundee City Council and NHS Tayside	

## 9.0 BACKGROUND PAPERS

None.

David W Lynch  
Chief Officer

DATE: 3 April 2018

Joyce Barclay  
Senior Officer  
Health & Social Care Partnership



## **Dundee Health and Social Care Partnership Workforce Policy: Dundee Adult Carers Support Eligibility Framework and Eligibility Criteria**

**Implementation date: 24 April 2018**

This policy will be supported by Operational Procedures for Dundee Health and Social Care Partnership and Dundee City Council Workforce.

### **Introduction to Dundee Adult Carer Support Eligibility Framework**

Unpaid Carers are the largest group of providers of care in Scotland and we recognise Carers as equal partners in providing vital care and support. Carers should be supported to not be worse off by caring. Carers must be recognised as valuable citizens in their own right and acknowledged as providing an invaluable contribution to those they care for and to life in our local communities.

Carers, and the people they support, must be at the centre of care planning. Carers must be given the opportunity to define their contribution to the care of the person. They should know what to expect from services and supports and should be clear about the support they are entitled to.

This policy details the Dundee Adult Carer Support Eligibility Framework for support for adult carers. This Framework has been developed through Dundee Carers Partnership and has involved Carers and stakeholders in a number of ways including through the “What’s Best for Dundee Carers Project in 2017. The report of this project is available at <https://www.dundeehscp.com/our-publications/news-matters/whats-best-dundee-Carersreport-Carers-scotland-act-2016>

The Dundee Adult Carer Support Eligibility Framework covers four aspects:

- The asset based, preventative approach to meeting the needs of Carers in Dundee
- The outcome domains agreed by Dundee Carers
- The definition of risk levels and how Carers Outcomes can be met at each level
- The threshold that must be met for Carers to be eligible for funded support.

### **What the Eligibility Framework will achieve**

The approach in the Framework is consistent with, and strengthens the approach of The Strategic Plan for Supporting Carers in Dundee published in November 2017. The Vision of this plan is that “all Carers feel listened to, valued and supported so that they feel well and are able to live a life alongside caring. A copy of this plan is available at [https://www.dundeehscp.com/sites/default/files/publications/caring\\_dundee\\_oct31.pdf](https://www.dundeehscp.com/sites/default/files/publications/caring_dundee_oct31.pdf)

The Eligibility Framework creates a fair and transparent system for determining eligibility and Carers with different needs will be able to access the support and services they need to maintain and/or improve their outcomes. Preventative support will be the norm and a central part of our policies and practice.

From April 2018 the Carers (Scotland) Act 2016 introduces new duties on Local Authorities and Health Boards and this report addresses aspects of this legislation i.e. the Duty to Publish Eligibility Criteria, the Duty to Support Carers. <http://www.legislation.gov.uk/asp/2016/9/contents/enacted>

Carers (Scotland) Act 2016 Statutory Guidance including guidance about Eligibility Criteria related to the can be found here <http://www.gov.scot/Resource/0053/00533009.pdf>

## The Preventative Approach

Dundee Health and Social Care Partnership (DHSCP) recognises the vital role that Carers have in supporting people. We want Carers to be supported to look after their own health and wellbeing, and aim to reduce any negative impact of their caring role. The aim is that Carers can continue to care, if they so wish, in good health and to have a life alongside caring.

The intention is that we continue to support Carers to achieve their outcomes related to the caring role. It is recognised that many Carers find that planning their support can maintain and improve their wellbeing. Adults who provide care and support for an adult or child will have a right to an Adult Carer Support Plan (ACSP).

Support planning can help Carers to look at their need for support (as a Carer) and how they ways they would like to meet their needs. It is anticipated that Carers in Dundee will benefit from an asset based self- management approach that allows Carers to access support for themselves, where possible. This will include the back-up of organised, agency-led support if and when the Carer needs it. Through the work of 'The What's Best For Dundee Carers Project' local Carers have identified that 'Informal assessment and planning may, for some Carers, be sufficiently supportive'.

The Dundee Adult Carer Support Eligibility Framework has been designed as a way of considering how best to support Adult Carers (i.e. Carers over the age of 18 and not at school). Young Carers, (i.e. carers aged under 18; or age 18 and still at school) are entitled to be children first and foremost. Young Carers have a right to a Young Carers Statement recording their circumstances and their support. This statement which will be completed with an appropriate Children and Families Service worker. Colleagues in Health and Social Care should collaborate with Children and families colleagues when working with an adult who has support from a Young Carer. Together they should work alongside the Young Carers parent, or guardian to ensure that the child does not have an inappropriate caring role. Everyone supporting young carers must make themselves aware that frameworks like 'Getting it Right for Every Child' and other policies which will influence the young carers plans for care and support

### Support for the person the carer looks after

Some of the Carers needs may be met by providing some support to the person they care for. In Dundee we recognise existing good practice in supporting individuals with care and support needs. Individuals who need care and support will continue to access their supports and services through their own outcome focused assessment. The outcome focused assessment will take into account the Carers views and when the Carer is able and willing to provide care and when the Carer is not.

As an additional support, the ACSP process can help identify that the person cared for needs more support including support to help the Carer have a break and help the Carer plan how to discuss this with the person and staff who plan their care.

### An Asset Based Approach with Carers

Our Workforce (in all agencies and services) across Health and Social Care will work jointly with Carers to support them to achieve their outcomes. We will continue to offer a wide range of support to Carers ranging from universally available services in their community to specialist Carer support available with or without an Adult Carer Support Plan (ACSP). Appendix 4 of 'A Caring Dundee' sets out a 'Triangle of Support' describing Services and supports for Adult Carers in Dundee 2016/2017. The aim is that we continue to maintain and further develop the type of services provided to Dundee Carers under the existing legislative "power" to support Carers. In addition to this those Carers furthest way from achieving their outcomes will have access to personalised funded ACSP in addition to being able to access universal and Carer specific supports.



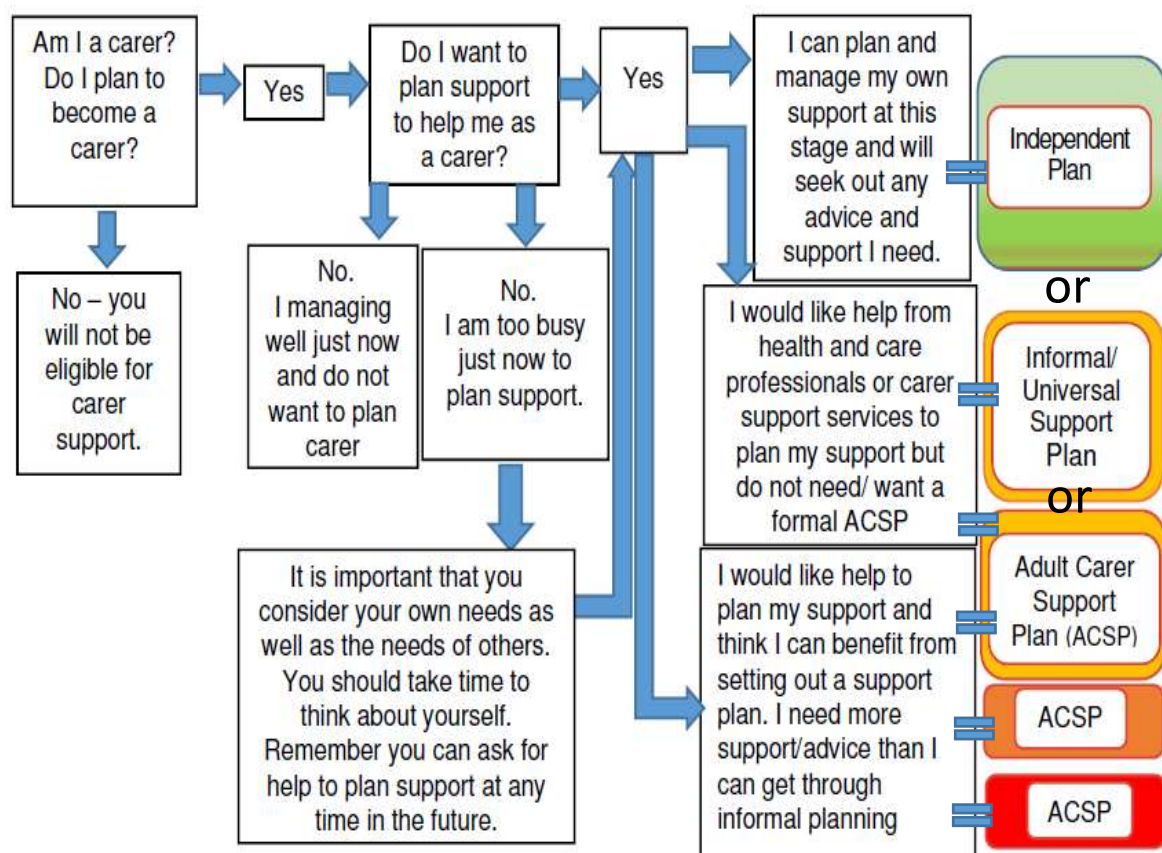
We want Carers to consider support at an early stage, without waiting for completion of a formal ACSP. Carers will be able to seek advice from professionals involved in the care of the person they look after or look for information and support in local libraries, community centres and from internet sources including the Dundee MY Life Portal (<https://dundee.mylifeportal.co.uk/home>) and the Carers of Dundee Website (which will be redesigned by mid-late 2018).

All Carers will be offered support and will be able to make plans for their future support through outcome focused conversations. In particular professionals in Health and Social Care Services and Carers Organisations will be instrumental in helping Carers identify if an ACSP would be the best way of planning their support; and whether their needs for support might meet the eligibility threshold.

There is an ongoing program of learning activities for Health and Social Care workforce and other relevant colleagues which to date has included Equal Partner In Care E-learning; Carers Act Training for Assessment Workers (160 trained as of 1st March) and three days of One Hour Carers act Briefings (which will be cascaded by those who attended to their colleagues).

Diagram 1 – Planning Your Carer Support contains a flow chart which demonstrates the proposed model for Dundee. This Flow Chart will be further tested with Carers and Carers organisation to find out if it is useful in helping Carers identify if they want/need an ACSP.

### PLANNING YOUR CARER SUPPORT



Diagram

am 1

Services and support will be available to every Carer in Dundee whichever type of planning they choose to access. Some types of support that Carers may wish to access locally include:

- Leisure activities and groups in the city and local communities
- Sources of information or support (Including Carer Support)
- Different types of equipment or tools that help in their caring role
- Welfare Rights or employment law advice
- Training and learning opportunities that help Carers continue to care safely and help them develop new skills (including Moving and Handling)
- Planning for emergencies and contingencies to avoid crisis situations arising and give the Carer peace of mind.

## Short Breaks for Carers

DHSCP believe that all Carers are likely to benefit from Short Breaks and these are available in a number of ways. Short Breaks are available for Carers who have ACSP or YCS as well as those who do not. The Dundee Carers Centre Short Breaks Brokerage Service is available for all Adult Carers in Dundee and all Carers of adults. The service takes an outcome focused approach to Carers Short Breaks before working out how this break will be achieved. The person the Carer supports may choose to participate in the break with their Carer, if not the Short Breaks Broker will signpost and/or support the Carer to request that a Care Package is arranged to meet the needs of the person they care for. Assessment Workers in the Health and Social Care Partnership will be expected to raise and address circumstances when any charges related to this Care Package result in financial hardship to the person or their Carer.

## Waiving Of Charges

The Social Care (Self-Directed Support) (Scotland) Act sets out regulations regarding the Waiving of Carers charges. See <http://www.legislation.gov.uk/asp/2013/1/contents/enacted> Assessment Workers are expected to raise any situations where the potentially chargeable aspects of a Care Package appears to be primarily meeting Carers Outcomes (in Adult Carers Support Plan) rather than the Supported Person.

There will be Carers who will benefit from an ACSP and we recognise that every Carer has a right to a formal ACSP and it is the duty of the Local Authority (i.e. Dundee City Council and Dundee Health and social Care Partnership) to advise them of this. In the main we anticipate Carers who are furthest away from reaching their outcomes are most likely to need, want and benefit from an ACSP. The ACSP process will give most benefit when other support planning and services and support are not available, not enough or not provided in a way or by a service that the Carer wants to access.

The Carers (Scotland) Act 2016 is designed to support Carers health and wellbeing, it places a duty on Local authorities (i.e. Dundee Health and Social Care Partnership and Dundee City Council) to provide support to Carers based on their identified needs which meet the local eligibility criteria.

In respect of Adult Carers the responsibility for agreeing the eligibility criteria lies with the Integration Joint Board to set local eligibility criteria frameworks that reflects the requirements of the national guidance.

## Adult Carer Support Plans

Adult Carers who support people who live in Dundee will be entitled to an ACSP from DHSCP or Dundee City Council. The Plan will define clear personal outcomes for the Carer and the Carer and

the Assessment Worker will agree the nature of the support to be provided, this support will be outcome focused. As part of this process the Carer and the Assessment Worker will identify the risk to the Carer achieving their outcomes and whether this risk indicates that the Carer could be eligible for a Funded Carer Support Plan as well as other supports and services. This will be undertaken in line with the agreed local eligibility criteria to ensure that the right level of support is delivered at the right time. The Funded Support Plan will identify which support will be funded and for what time period. As the aim is that the funded support will enable the Carer to achieve their outcomes it is anticipated that the funding will be short term.

The ACSP will complement and relate to Carers' information and advice services covering issues such as emergency and future care planning, breaks from caring, support services for Carers, ensuring Carers know where to go for help, income maximisation and Carers' rights.

## The Adult Carer Support Plan Process

Through the Carers (Scotland) Act 2016 the local authority (i.e. Dundee City Council and Dundee Health and Social Care Partnership) has a duty to support Carers whose needs meet the eligibility criteria.

The process of determining whether an adult carer meets local eligibility criteria and the threshold for support is through Adult Carer Support Planning. This process can be broken down into four steps:

### STEP 1

An Adult Carer will be offered or can request an ACSP. The Carer and an Assessment Worker will jointly assess the caring situation and Carers needs and how they can best achieve their personal outcomes.

All Carers are entitled to a support plan which sets out

- a) An Adult Carer's identified personal outcomes
- b) An Adult Carer's identified needs (if any)
- c) The support (if any) to be provided by the responsible local authority to an Adult Carer to meet those needs.

## Adult Carer Support Plan Documentation

The Assessment Worker will record the support plan information on an Adult Carer Support Plan. The Worker should record this on the Adult Carer Assessment and Support Plan record on Mosaic. Improvements are planned to the current recording system within the next few months. A Microsoft Word document will be used as a recording tool for Assessment Workers who do not have access to the Mosaic/ Corelogic system.

## Content of Adult Carer Support Plan

The Adult Carer Support Plan will contain—

- (a) Information about the Adult Carer's personal circumstances at the time of preparation of the plan, including—
  - i. The nature and extent of the care provided or to be provided
  - ii. The impact of caring on the Adult Carer's wellbeing and day-to-day life
- (b) Information about the extent to which the Adult Carer is able and willing to provide care for the cared-for person
- (c) Information about whether there are arrangements in place for the provision of care to the cared-for person in an emergency
- (d) Information about whether there are arrangements in place for the future care of the cared-for person

- (e) Information about the identification of the Adult Carer's personal outcomes, including about the Carer's identified personal outcomes
- (f) Information about the identification of the Adult Carer's needs for support, including—
  - i. if the Adult Carer has identified needs, those needs
  - ii. if no needs for support are identified, that fact
- (g) Information about the support available to Adult Carers and cared-for persons in the responsible local authority's area
- (h) If the Adult Carer does not reside in the responsible local authority's area, information about the support available to Adult Carers in the area where the Adult Carer resides
- (i) if the Adult Carer's identified needs meet the local eligibility criteria, information about the support which the responsible local authority provides or intends to provide to the Adult Carer to meet those needs
- (j) if the Adult Carer's identified needs do not meet the local eligibility criteria, information about the support which the responsible local authority provides or intends to provide to the Adult Carer
- (k) Information about whether support should be provided in the form of a break from caring
- (l) Information about the circumstances in which the plan is to be reviewed.

(2) Each second and subsequent Adult Carer Support Plan must also contain information about the extent to which any support provided under a previous plan has assisted in the achievement of the Adult Carer's identified personal outcomes.

## STEP 2

After a Support Plan has been completed, setting out the Carer's personal outcomes, needs and range of action for support, eligibility criteria will be identified.

## STEP 3

The level of funded support the Carer is entitled to will depend upon the extent on whether they meet the eligibility threshold. When a Carer meets the threshold the Carer will be entitled to a Funded Support Plan. Carers who do not meet the eligibility threshold can be supported through available Universal Services and Carer Specific Services.

## STEP 4

When the Carer meets the Eligibility Threshold for a Funded Support Plan they will decide how they would prefer to arrange the agreed support and choose from the four self-directed support options. Carers will be involved in each stage of the process and in all decision making. A review date will be set at this point.

This approach to Carer Support Planning will mean that some eligible Carers will have additional support to meet their needs. It is important to remember that eligibility for a Funded Carer Support Plan is based on the impact caring has on the Carers Outcomes and is not an income. Although the number of hours caring and the type of support given will have an influence on each Carers Outcomes eligibility for a Funded Adult Carer Support Plan eligibility is not based on the hours of care and support provided by the Carer.

## Dundee Adult Carer Support Plan Outcome Domains

Dundee Carers Partnership led local work to establish outcome domains for Dundee Carers. These domains are the eligibility criteria on which the Dundee Adult Carer Support Eligibility Framework is based Diagram 2 illustrates Dundee Carers Outcome domains.

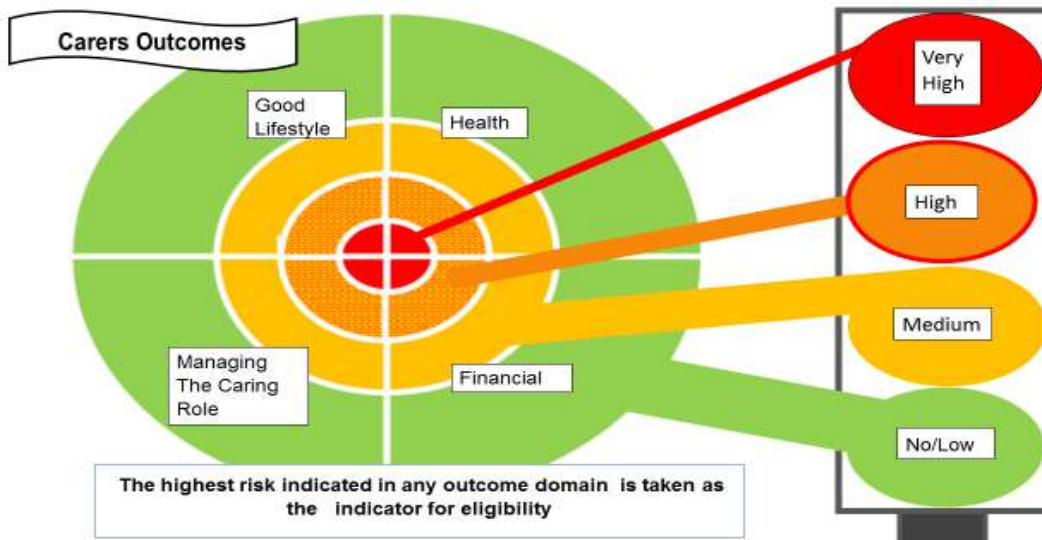


Diagram 2

An Aide Memoir is attached to the end of this report. This Aide Memoir can be used as a guide to be used by Assessment Workers along with the Carer. This lists the type of statement a Carer might make about how they are managing and relates the statement to risk levels in the outcome domains. Assessors will be able to use the statements to check out with Carer which level they feel reflects where they are. As the list can never be exhaustive there will always opportunity for the Carer to express the individual aspects of their outcomes if they wish. The Aide Memoir can be shared with the Carer for them to think about their outcomes as preparation for the discussion. Practitioners who are not assessors will also be able to use to discuss Carers Outcomes with them if they wish. The Adult Carer Support Plan should record the Carers own words about how they feel and not copy the statement word for word.

### Statutory Guidance Eligibility Criteria Indicators

The Dundee Adult Carer Support Plan Outcome Domains have been aligned with Scottish Government Guidance which was produced following the completion of local work. The Dundee outcome domains have been aligned to the Scottish Government Statutory Carer Indicators. See Table 1.

Table 1

Scottish Government Statutory Guidance Indicators	Relates to Dundee Outcome Domain
Health and Wellbeing	Health
Living Environment	Health
Relationships	Health Managing Caring
Employment and Training	Financial
Finance	Financial
Life Balance	Good Lifestyle
Future Planning	Good Lifestyle

## Dundee Adult Carer Support Plan Risk Framework

This Framework is used evaluate the risks that the Carer not be able to maintain or achieve positive outcomes. A traffic light system has been developed to demonstrate this (See Diagram 3) these are very high risk (red), high risk (red/amber), medium risk (amber) low or no risk (Green)

The Carer along with the assessor will identify their risk of achieving the Carer outcomes as a Carer and seek ways of supporting the Carer to maintain or achieve these outcomes. The Carer will be encouraged to think about why there are risks to not reaching each of these outcomes and whether this is something they want support to improve/maintain/ change and about what might help do this. Any Carer who is a very high risk in any aspect of any of these outcomes will have reached the Eligibility Threshold for funded support. This means Carers whose assessment indicates that they have a Very High Risk will be entitled to additional personalised 'funded' support for aspects of their support which cannot be sourced from universally available Carers services

### Level of Risk to Carer not being able to achieve Carers Outcomes/ Eligibility Criteria

In Dundee local Carers and Stakeholders advised that the Carers risk to achieving outcomes should not be categorised in the same way as the eligibility criteria for people in need of care and support services. It is possible for a carers risk to be quite different to this and the type of support planned could be quite different. Using different terms helps clarify whose risks we are considering. For example a carer who has a very high risk of not meeting one or more of their outcomes may be caring for someone who has a moderate risk because the carer is supporting them well.

Table 2 shows the risk categorisation in Scottish Government Guidance and how Dundee Carers eligibility risk categories map to these.

<b>Scottish Government Guidance Risk Indicators</b>	<b>Dundee Risk Indicators</b>
Caring has no impact NO RISK	No risk or Low Risk
Caring has low impact LOW RISK	
Caring has moderate impact MODERATE RISK	Medium Risk
Caring has substantial impact SUBSTANTIAL RISK	High Risk
Caring has critical impact CRITICAL RISK	Very High Risk

Table 3 shows the levels of Risk to achieving Carers outcomes in more detail and indicates the type of action that might be needed.

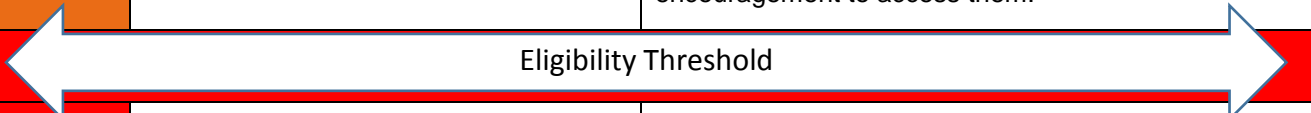
Level of Risk	What does this mean?	What action is required?
No/ Low Risk	Caring has no or low anticipated negative impact on achieving Carer outcomes. It is anticipated that the Carer is likely to be achieving and continue to achieve Carers' outcomes. There may be a possibility of some issues and barriers to the Carer achieving their outcomes but this is a very limited risk to their outcomes in the foreseeable future or longer term.	Risk prevention should be considered-Consideration should be given to actions and activities which maintain Carers' outcomes or support them to achieve good outcomes. Carer may wish to plan how to maintain outcomes and this can be done in an informal way without a full Adult Carer Support Plan. If the Carer wants a formal plan this can be completed and should be offered to every Carer. It is envisaged that some Carers at this level will be able to self-manage their supports or seek help from universal provision or Carer services that are accessible without a formal support plan
Medium Risk	It is recognised that caring has negative potential impact on achieving outcomes. There are some identified risks to the Carer achieving their outcomes. Some issues and barriers related to caring create a moderate risk of not achieving outcomes.	With additional information, advice and support the Carer is more likely to achieve their outcomes. Depending on the risk and potential barriers to achieving outcomes it is likely that the Carer may benefit from specific Carer support and other universally available services. The Carer might want a formal support plan or may seek assistance to make an informal (universal services) plan.
High Risk	There are significant risks to the Carer achieving their outcomes. Caring has considerable impact and there is a high risk of Carer outcomes not being achieved unless additional supports are planned and arranged.	The Carer might want a formal support plan or may seek assistance to make an informal plan to support them to achieve their outcomes. Without additional information, advice and support it is probable that the Carer is will not their outcomes. It is likely that the Carer could benefit from specific Carer support and other services and may need advice about these and encouragement to access them.
 Eligibility Threshold		
Very High Risk	There are major risks to the Carer achieving Carer outcomes and the Carer may be at or getting closer to a crisis point. For some there may be a need immediate or imminent support as well as a long term planning need.	Evidence of critical impact to Carer achieving outcomes. Action may be needed to get support to resolve immediate crisis as well as longer term planning to avoid this level of risk in future.

Table 3

### Monitoring, Evaluation and Review.

Every Carer who has an ACSP will have the plan monitored and reviewed. Arrangements for this will be set out on the support plan. The Review will include a review of the Carers Outcomes and an evaluation of whether the support (or other matters) have influenced the risk of the Carer not achieving these outcomes. The review will establish if the Carer is still eligible for a funded Adult Carer Support Plan or if a Carer has become eligible. New actions and supports may be set or original goals continued.

<b>Aide Memoir -Possible indicators for Carers of risk to their outcomes .Health</b>				
<b>Carer Health</b>	<b>No/Low Risk</b>	<b>Medium Risk</b>	<b>High Risk</b>	<b>Very High Risk</b>
	<b>To Positive Outcome for Carer.</b>	<b>To Positive Outcome for Carer.</b>	<b>To Positive Outcome for Carer.</b>	<b>To Positive Outcome for Carer.</b>
<b>My Physical Health</b>	Caring has no/little effect on my physical health, it is stable & is the best it can be	My Physical Health is beginning to be affected by caring	I need attention and support for my health that I cannot get due to caring role.	My Physical health is in crisis point or near collapse & I need help for this.
<b>My Mental Health &amp; Emotional wellbeing</b>	Caring has no/little effect on my mental health and emotional wellbeing, this is stable and is the best it can be.	Caring has some impact on my emotional wellbeing and/or mental health.	My mental health and/or emotional wellbeing is significantly affected because of caring.	Caring has affected my emotional wellbeing and/or mental health which is breaking/has broken down,
<b>Management of my own Health &amp; Wellbeing</b>	I usually have the time & ability to look after myself and my health & wellbeing needs.	I am able to manage my own health and wellbeing most of the time but need some support.	My caring role & responsibilities mean I don't get the right health and wellbeing support	The caring role is causing significant barriers to me accessing health care and wellbeing support
<b>My relationships (with person cared for &amp; others)</b>	I have the right relationship with the person I care for and with relevant other people.	My relationship with person I care for is deteriorating and caring is affecting my other relationships	My relationship with person I care for is significantly affected and my other relationships are affected by caring.	My relationship with person I care for is breaking/has broken down some of my other relationships are being damaged by caring
<b>My surroundings are safe and suitable</b>	I am safe and usually feel safe and comfortable providing care and support and the place I provide care is suitable.	The place I provide care I does not always feel safe and comfortable and could risk to my health and safety.	The place I provide care is not safe and comfortable and a risk to my health and safety and wellbeing.	The place I provide care has serious effect on my health and wellbeing
<b>If needed- any other aspect of Health related to caring role or responsibilities</b>	<i>Another positive health and wellbeing outcome</i>	<i>Another low to moderate effect on health and wellbeing</i>	<i>Caring has significant effect on another part of Health and wellbeing</i>	<i>Caring has critical effect of another aspect to health and wellbeing</i>



**Aide Memoir -Possible indicators for Carers of risk to their outcomes- Managing Caring**

<b>Managing Caring</b>	<b>No/Low Risk</b>	<b>Medium Risk</b>	<b>High Risk</b>	<b>Very High Risk</b>
	<b>To Positive Outcome for Carer.</b>	<b>To Positive Outcome for Carer.</b>	<b>To Positive Outcome for Carer.</b>	<b>To Positive Outcome for Carer.</b>
<b>I am able to work in partnership with care and support services</b>	I usually work in partnership with staff in services and caring gives me satisfaction	The partnership I have with staff in services could be improved and caring gives limited satisfaction.	The partnership I have with staff in services is not good and caring gives me a little satisfaction	The partnership I have with staff in services has collapsed and caring gives me no satisfaction
<b>I have confidence in care package and I am involved in package design</b>	I am involved in care package design and I am confident about the care package	My involvement in care package design could be improved and I have questions about the care package	I have limited involvement in care package design the care package doesn't suit me or the person	I have no involvement in care package design and the care package is unsuitable/unworkable.
<b>I am proud of being a Carer and the role gives me satisfaction</b>	I am proud of being a Carer and the role often gives me satisfaction	I am usually proud of being a Carer and the role usually gives me satisfaction	I am not often proud of being a Carer and the role doesn't often give me satisfaction	I am never/rarely proud of being a Carer and the role doesn't give me much satisfaction
<b>Health and Social Care staff make me feel valued and respect my knowledge and expertise</b>	My knowledge & expertise is usually valued by health and social care & other practitioners	I feel my knowledge & expertise is sometimes not valued by health and social care & other practitioners	I feel my knowledge & expertise is undervalued by health and social care & other practitioners	I feel my knowledge & expertise is not recognised or sought by health and social care & other practitioners
<b>I am confident, comfortable and assertive as a Carer and have necessary care skills</b>	I can be confident and assertive with staff and the person I care for and have access any training or information about caring that I need	I am not always confident with staff & person I care for and/or I have training needs that there are no plans to fill. I cannot find the right information to learn more.	I need- more confidence with staff & person I care for and/or my training and information needs mean that the care I provide is not as good as it should be	I lack confidence with staff & person I care for and/or my training and information needs mean that the care I provide is not good enough
<b>If needed- any other aspect of managing the caring role or responsibilities</b>	<i>Other aspect of managing the caring role or responsibilities</i>	<i>Other aspect of managing the caring role or responsibilities</i>	<i>Other aspect of managing the caring role or responsibilities</i>	<i>Other aspect of managing the caring role or responsibilities</i>

**Aide Memoir -Possible indicators for Carers of risk to their outcomes- Good Lifestyle**

<b>Good Lifestyle</b>	<b>No/Low Risk</b>	<b>Medium Risk</b>	<b>High Risk</b>	<b>Very High Risk</b>
	<b>To Positive Outcome for Carer.</b>	<b>To Positive Outcome for Carer.</b>	<b>To Positive Outcome for Carer.</b>	<b>To Positive Outcome for Carer.</b>
<b>I have a well-balanced life and I am confident about my future</b>	Most of the time my life is well balanced. I am able to make plans and I am confident about my future	My life has some balance. It is possible for me to plan my future with some confidence.	I need a better life balance. It is possible to plan about my future but often things change.	I don't have a good life balance. It is not possible to make plans about my future.
<b>I have life of my own &amp; I am able to manage own time and plan how my future including my future caring commitments</b>	I have a life of my own and the opportunity to manage my time and plan my future. I feel I have a choice about providing care in future.	Caring sometimes makes it difficult for me to have a life of my own and sometimes my plans have to be changed. I feel I have some choice about providing care in future.	Caring often makes it difficult for me to have a life of my own and my plans frequently have to be changed. I feel I have limited choice about providing care in future.	Caring means I don't have a life of my own and I never get to make plans to do anything for myself. I feel I have no choice about providing care in future.
<b>I am not isolated and have support when needed.</b>	I am not isolated and have people who support me	I am sometimes isolated and have a few people who support me	I am isolated and have not many people to support me	I am very isolated and do not have people who support me
<b>I have choices &amp; chances for breaks &amp; things I like doing</b>	I have the choice of taking a break from caring and opportunities to take part in good things	I have limited chances to take a break from caring and limited opportunities to take part in good things	I have very little chance of taking a break and very few opportunities to take part in good things	I never have the choice of taking a break and opportunities to take part in good things
<b>I have choices &amp; chances for community or family life</b>	I have plenty of choices and opportunities to take part in community and/or family life	I have limited choices and opportunities to take part in community and/or family life	I have very few choices and opportunities to take part in community and/or family life	I no choices and opportunities to take part in community and/or family life
<b>If needed- any other aspect of a good lifestyle</b>	<i>Other aspect of a good lifestyle</i>	<i>Other aspect of a good lifestyle</i>	<i>Other aspect of a good lifestyle</i>	<i>Other aspect of a good lifestyle</i>

**Aide Memoir -Possible indicators for Carers of risk to their outcomes- Finances**

<b>Financial</b>	<b>No/Low Risk</b>	<b>Medium Risk</b>	<b>High Risk</b>	<b>Very High Risk</b>
	<b>To Positive Outcome for Carer.</b>	<b>To Positive Outcome for Carer.</b>	<b>To Positive Outcome for Carer.</b>	<b>To Positive Outcome for Carer.</b>
<b>I have financial stability &amp; my future finances seem ok</b>	I have reasonable financial stability & my future finances seem ok	My financial stability could be better & my future finances are not as good as they could be	I have some financial stability but it is worrying & my future finances seem to be at risk	I have no financial stability & my future finances are unpredictable and worrying
<b>Caring does not affect my budget and I can buy necessary items</b>	I can meet my day to day living costs and I can buy things when I need them	I find it a bit of struggle to meet day to day living costs. There are things that I need & cannot buy.	I find it a real struggle to meet the cost of day to day living. I seldom can afford things that need.	I cannot meet the cost of day to day living. I cannot afford things that need.
<b>I can access/have accessed the welfare rights advice and support I need</b>	I can access/have accessed the welfare rights advice and support I need	I have outstanding needs for welfare rights advice and support and struggle to get this	I have had outstanding needs for welfare rights advice and support for a while and cannot get this	I have longstanding needs for welfare rights advice and support and have reached a crisis
<b>My caring responsibilities do not harm my personal or household finances</b>	My caring responsibilities have little or no negative effect on my personal or household finances	My caring responsibilities sometimes harm my personal or household finances	My caring responsibilities directly harm my personal or household finances causing problems for me.	My caring responsibilities directly harm my personal or household finances causing a crisis for me
<b>I have access to learning, training and employment support if I need it</b>	I have access to learning, training and employment support if I need it or know where to get this.	I have some access to learning, training and employment support if I need it but may need more information and support.	I need access to learning, training and employment support. I need more support in this area and help to get that support	I need access to learning, training and employment support and have been unable to get it. I feel that my lack of access to support in this area has reached a critical stage.
<b>If needed- any other aspect of finances</b>	<i>Other aspect of finances</i>	<i>Other aspect of finances</i>	<i>Other aspect of finances</i>	<i>Other aspect of finances</i>



## Dundee Adult Carer Support Plan- Carer Personal Details

Person ID (Carer)		Name			
Other names (Also Known As)					
Date of birth		Address & Postcode			
Telephone numbers					
Household structure					
GP surgery					
Language used					
Special/Specific communication needs					
What prompted this request for a Carer Support Plan?					
<b>Consent obtained for information to be shared as needed with other Agencies involved with Carer and person(s) they care for</b>					
Date consent obtained or not	Yes	Yes, with limitations (See below)	No		
Details of all requested limitations					
<b>Details of Carers Current Situation</b>					
<b>Is there any reason to doubt the Carer's capacity to fully participate in Carer support planning?</b>					
No Reasons to Doubt this	Don't know	Yes			
Explain					
Does the Carer have an advocate who is able to assist them with the social care process? Give details.					
Carer Status	<input type="checkbox"/> Full time Carer <input type="checkbox"/> Unemployed <input type="checkbox"/> Working <input type="checkbox"/> Retired <input type="checkbox"/> In Education				
<input type="checkbox"/> Other (describe)					
<b>How does the Carer help the person / people they care for- tick all that apply</b>					
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Supervision  <input type="checkbox"/> Regular reminding and prompting  <input type="checkbox"/> Support to go out  <input type="checkbox"/> Social support  <input type="checkbox"/> Emotional support / reassurance  <input type="checkbox"/> Personal care  <input type="checkbox"/> Help with toilet needs  <input type="checkbox"/> Bathing / washing  <input type="checkbox"/> Help with medicines  <input type="checkbox"/> Housework </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Laundry  <input type="checkbox"/> Shopping  <input type="checkbox"/> Meals  <input type="checkbox"/> Support with money  <input type="checkbox"/> Support with therapy / rehabilitation  <input type="checkbox"/> Power of Attorney/  <input type="checkbox"/> Guardianship/  <input type="checkbox"/> Welfare Benefit Appointee  <input type="checkbox"/> Other- describe </td> </tr> </table>				<input type="checkbox"/> Supervision <input type="checkbox"/> Regular reminding and prompting <input type="checkbox"/> Support to go out <input type="checkbox"/> Social support <input type="checkbox"/> Emotional support / reassurance <input type="checkbox"/> Personal care <input type="checkbox"/> Help with toilet needs <input type="checkbox"/> Bathing / washing <input type="checkbox"/> Help with medicines <input type="checkbox"/> Housework	<input type="checkbox"/> Laundry <input type="checkbox"/> Shopping <input type="checkbox"/> Meals <input type="checkbox"/> Support with money <input type="checkbox"/> Support with therapy / rehabilitation <input type="checkbox"/> Power of Attorney/ <input type="checkbox"/> Guardianship/ <input type="checkbox"/> Welfare Benefit Appointee <input type="checkbox"/> Other- describe
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**(1) Person who Carer looks after**

Person ID	
Name	
Date of birth	
Address	
Phone numbers	
Relationship	
Legal responsibilities	
Average number of hours Carer looks after them per week	
Has this person been assessed? Give details.	
Give brief information about person (e.g. diagnosis, situation, concerns)	
Have health professionals advised the person and/or their Carer that the person has a prognosis of terminal illness.	Yes. When was advice given? No

**(2) Person who Carer looks after**

Person ID	
Name	
Date of birth	
Address	
Phone numbers	
Relationship	
Legal responsibilities	
Average number of hours Carer looks after them per week	
Has this person been assessed? Give details.	
Give brief information about person (e.g. diagnosis, situation, concerns)	
Have health professionals advised the person and/or their Carer that the person has a prognosis of terminal illness.	Yes. When was advice given? No

**(3) Person who Carer looks after**

Person ID	
Name	
Date of birth	
Address	
Phone numbers	
Relationship	
Legal responsibilities	
Average number of hours Carer looks after them per week	
Has this person been assessed? Give details.	
Give brief information about person (e.g. diagnosis, situation, concerns)	

<b>Have health professionals advised the person and/or their Carer that the person has a prognosis of terminal illness.</b>	<b>Yes. When was advice given?</b>	<b>No</b>

**Does the Carer want to develop a support plan?**

<b>Yes</b>	<b>No. Record reason Carer declined a plan (below)</b>
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**Are there any other people involved in care and support for the person(s) above?**

Indicate who they care for			
Name		Dob /ID	
Name		Dob /ID	
Name		Dob /ID	
Name		Dob /ID	

**Give brief details of whether ACSP or Young Carers statement has been offered and completed with other Carers**

**The Caring Role**

**Is there information the Carer wants help to find? E.g. Does Carer need more specific information or advice the particular medical conditions or treatment or about the support that is or might be available for the person they care for? **And where will this be found?****

**Is there a plan for what would happen regarding the care provided if the Carer was suddenly unavailable? **If no, worker should offer to help with this or find help with this****

**If yes, where is this held?**


**Has the person who is cared for made long term plans for their future care and support? (If no worker should offer to help or find help with this.**

**If yes, where is this held?**

**Are there any aspects of the caring role which the Carer says they are proud of, enjoy, or give satisfaction? What parts of the caring role does the Carer want to do or manage without help? How willing and able are they to provide care in future? Which parts of the caring role do they find especially difficult or not want to do? Describe.**

**Does the Carer feel they need an additional support due to any of the Equality Act – Protected characteristics Age-disability-gender reassignment-marriage or civil partnership--pregnancy and maternity-race-religion or belief-sex-sexual orientation? Explain**

**Additional Information- including risks and impact of fluctuating needs for Carer**

<b>What does Carer think would happen to the cared for person if they did not have their support?</b>
<b>Which best describes how the Carer feels just now?</b>
<input type="checkbox"/> Coping well <input type="checkbox"/> Managing <input type="checkbox"/> Struggling <input type="checkbox"/> At Crisis point
<b>Does the Carer feel able to continue to provide the care and support they provide now?</b>
<input type="checkbox"/> Yes, with no changes <input type="checkbox"/> Yes, with more support <input type="checkbox"/> Not sure <input type="checkbox"/> No
<b>Additional comments including if caring role is expected to change in the near future.</b>
<b>Carers Support Discussion</b>
<b>Is the person the Carer cares for 'ordinarily resident' within Dundee? (Check Legal Definition)</b>
<b>Does the Carer think they are able to manage the caring role and responsibilities, is this having a significant impact on their health, their finances, and their day to day life?</b>
<b>Carer Outcomes Discussion- Health, Managing Caring, Good Lifestyle and Financial</b>
<b>The document embedded here will need to be completed and be transferred To Carer Support Plan – Support Plan document</b>
 <p>Indicator of Carer Outcome.docx</p>

<b>If Carer needs additional support to achieve their outcomes will some of Carers needs be available within services and supports that can be accessed by any citizen or any Carer? Explain/describe</b>					
<b>What is the highest risk indicated in any of the 4 Carers outcome domains</b>					
<b>Is the Carer eligible for a funded support plan to meet Carer outcomes?</b>					
<b>Identify if Carer will be given choice of Self-Directed Support Options.</b>	No	Yes			
	If no, explain to Carer and add brief information below	If Yes –which Option chosen			
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
Amount of Funding available		What dates are covered by funding		Does Carer want to accept a funded support plan?	Yes No
What amount of funding is Carer		What dates are covered by funding			



accepting?				
Does the Carer manage to get a break from caring? Explain-				
Has the Carer identified a need for a break from caring that they currently do not get? Explain-				
While Carer is meeting their own outcomes does the person they care for need additional support? Record arrangements for this.				
<b>In addition to the Carer who has provided the information in this document? E.g. Carer Support Worker, person who is cared for, GP</b>				
<b>If any of the contributors disagree with conclusions of assessor record this and give information about this.</b>				
<b>Information and advice provided</b> Provide details of all Information and advice provided to the Carer				
<b>Date</b>	<b>Information and Advice provided</b>		<b>Specific details provided</b>	
<b>Completion Details</b>				
<b>Name and Designation of Assessor</b>		<b>Contact Telephone number of assessor</b>		
<b>Date Part 1 of Dundee Adult Carer Support Plan completed</b>				
<b>Assessor named above should now complete Part 2 with the Carer</b>				

**Dundee Adult Carer Support Plan – Part 2 Support Plan**

<b>Carers Personal Details</b>			
<b>Person ID (Carer)</b>		<b>Name</b>	
<b>Other names (Also Known As)</b>			
<b>Date of birth</b>		<b>Address &amp; Postcode</b>	
<b>Telephone numbers</b>			

**Carer Outcomes Discussion-** Health, Managing Caring, Good Lifestyle and Financial

<b>Is the Carer eligible for a funded support plan to meet Carer outcomes?</b>	
<b>What is the highest risk indicated in any of the 4 Carers outcome domains</b>	
<b>If funded what amount was accepted by Carer and how long for? Add Choice of Self-Directed Support Option</b>	
<b>Have any Carer's support needs been identified that cannot currently be met?</b>	
<b>Identify possible consequences if these needs are not met</b>	

**Actions planned to support Carer to achieve outcomes that have been identified as needing additional support.**

<b>Planned actions</b>	<b>Who will take action</b>	<b>By when</b>	<b>Resources needed</b>

How is support plan expected to reduce risk of not achieving each outcome? Circle if expect the outcome be improved (↑) or maintained (O) or reduce negative impact (↓)?											
<b>Health</b>			<b>Managing Caring</b>			<b>Good Lifestyle</b>			<b>Finances</b>		
↑	O	↓	↑	O	↓	↑	O	↓	↑	O	↓
<b>Summary of information and advice provided to Carer</b>											
<b>Name and Designation of Assessor</b>						<b>Contact Telephone number of assessor</b>					
<b>Date Part 2 of Dundee Adult Carer Support Plan completed</b>											
<b>Date Copy of Plan shared with Carer</b>											
<b>Names of whom Part 2 Support Plan shared with at Carers request</b>											
<b>Planned Review Date</b>											



# Dundee Adult Carer Support Plan – Assessment Update and Review

## Carer Personal Details

<b>Person ID (Carer)</b>			<b>Name</b>			
<b>Other names (Also Known As)</b>						
<b>Date of birth</b>			<b>Address &amp; Postcode</b>			
<b>Telephone numbers</b>						
<b>Household structure</b>						
<b>GP surgery</b>						
<b>Language used</b>						
<b>Special/Specific communication needs</b>						
<b>What prompted this review?</b>						
<b>Consent obtained for information to be shared as needed with other Agencies involved with Carer and person(s) they care for</b>						
<b>Date consent obtained or not given</b>	<b>Yes</b>	<b>Yes, with limitations (See below)</b>	<b>No</b>			
<b>Details of requested limitations</b>						
<b>Details of Current Situation</b>						
<b>Does the worker have any reason to doubt the Carer's capacity in being able to participate fully in this process?</b>						
	<b>Yes</b>	<b>No</b>	<b>Don't know</b>			
<b>Explain</b>						
<b>Does the Carer have an advocate who is able to assist them with the social care process? Give details.</b>						
<b>Carer Status</b>	<input type="checkbox"/> Full time Carer <input type="checkbox"/> Unemployed <input type="checkbox"/> Working <input type="checkbox"/> Retired <input type="checkbox"/> In Education					
<b>How does the Carer help the person / people they care for- tick all that apply</b>						
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Supervision  <input type="checkbox"/> Regular reminding and prompting  <input type="checkbox"/> Support to go out  <input type="checkbox"/> Social support  <input type="checkbox"/> Emotional support / reassurance  <input type="checkbox"/> Personal care  <input type="checkbox"/> Help with toilet needs  <input type="checkbox"/> Bathing / washing  <input type="checkbox"/> Help with medicines  <input type="checkbox"/> Housework           </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Laundry  <input type="checkbox"/> Shopping  <input type="checkbox"/> Meals  <input type="checkbox"/> Support with money  <input type="checkbox"/> Support with therapy / rehabilitation  <input type="checkbox"/> Power of Attorney/  <input type="checkbox"/> Guardianship/  <input type="checkbox"/> Welfare Benefit Appointee  <input type="checkbox"/> Other- describe           </td> </tr> </table>					<input type="checkbox"/> Supervision <input type="checkbox"/> Regular reminding and prompting <input type="checkbox"/> Support to go out <input type="checkbox"/> Social support <input type="checkbox"/> Emotional support / reassurance <input type="checkbox"/> Personal care <input type="checkbox"/> Help with toilet needs <input type="checkbox"/> Bathing / washing <input type="checkbox"/> Help with medicines <input type="checkbox"/> Housework	<input type="checkbox"/> Laundry <input type="checkbox"/> Shopping <input type="checkbox"/> Meals <input type="checkbox"/> Support with money <input type="checkbox"/> Support with therapy / rehabilitation <input type="checkbox"/> Power of Attorney/ <input type="checkbox"/> Guardianship/ <input type="checkbox"/> Welfare Benefit Appointee <input type="checkbox"/> Other- describe
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<b>(1) Person Carer looks after</b>		
Person ID		
Name		
Date of birth		
Address		
Phone numbers		
Relationship		
Legal responsibilities		
Average number of hours Carer looks after them per week		
Has this person been assessed? Give details.		
Give brief information about person (e.g. diagnosis, situation, concerns)		
Have health professionals advised the person and/or their Carer that the person has a prognosis of terminal illness.	Yes	No
<b>(2) Person Carer looks after</b>		
Person ID		
Name		
Date of birth		
Address		
Phone numbers		
Relationship		
Legal responsibilities		
Has this person been assessed? Give details.		
Give brief information about person (e.g. diagnosis and situation concerns)		
Have health professionals advised the person and/or their Carer that the person has a prognosis of terminal illness.	Yes	No
<b>Person Carer looks after (3)</b>		
Person ID		
Name		
Date of birth		
Address		
Phone numbers		
Relationship		
Legal responsibilities		
Has this person been assessed? Give details.		
Give brief information about person (e.g. diagnosis, situation, concerns)		
Have health professionals advised the person and/or their Carer that the person has a prognosis of terminal illness.	Yes	No

<b>Does the Carer want to develop a support plan?</b>			
Yes		No. Record reason Carer declined plan below	
<b>Are there any other people involved in any care and support for the person(s) above?</b>			
Indicate who they care for			
Name		Dob /ID	
Name		Dob /ID	
Name		Dob /ID	
Name		Dob /ID	
Give brief details of whether ACSP or Young Carers statement has been offered and completed with other Carers			
<b>The Caring Role</b>			
<b>Is there information the Carer wants help to find? E.g. Does Carer need more specific information or advice the particular medical conditions or treatment or about the support that is or might be available for the person they care for?</b>			
<b>Is there a plan for what would happen regarding the care the Carer provides if the Carer was suddenly unavailable? If no, you should offer to help with this or find help with this</b>			
<b>If yes, where is this held?</b>			
<b>Has the person who is cared for made long term plans for their future care and support? (If no worker should offer to help or find help with this.</b>			
<b>If yes, where is this held?</b>			
<b>Are there any aspects of the caring role which the Carer says they are proud of, enjoy, or give them satisfaction? What parts of the caring role does the Carer want to do or manage without help? How willing and able are they to provide care in future? Which parts of the caring role do they find especially difficult or not want to do? Describe.</b>			
<b>Does the Carer feel they need an additional support due to any of the Equality Act – Protected characteristics Age-disability-gender reassignment-marriage or civil partnership--pregnancy and maternity-race-religion or belief-sex-sexual orientation? Explain</b>			
<b>Additional Information- including risks and impact of fluctuating needs for Carer</b>			
<b>What does Carer think would happen to the person they care for if they did not have their support?</b>			
<b>Which best describes how the Carer feels just now?</b>			
<input type="checkbox"/> Coping well <input type="checkbox"/> Managing <input type="checkbox"/> Struggling <input type="checkbox"/> At Crisis point			

**Does the Carer feel able to continue to provide the care and support they provide now?**

Yes, with no changes     Yes, with more support     Not sure     No

**Additional comments including if caring role is expected to change in the near future.**

**Carers Support Discussion**

**Is the person the Carer cares for 'ordinarily resident' within Dundee? (Check Legal Definition)**

**Does the Carer think they are able to manage the caring role and responsibilities, is this having a significant impact on their health, their finances, and their day to day life?**

**Carer Outcomes REVIEW Discussion- Health, Managing Caring, Good Lifestyle and Financial**

**When completed this will need to be transferred To Carer Support Plan – Support Plan document-the previous plan should also be added here**



Indicator of Carer Outcome.docx

**Which best describes how the Carer feels just now?**

**If Carer needs additional support to achieve their outcomes will some of Carers needs be available within services and supports that can be accessed by any citizen or any Carer? Explain.**

**What is the highest risk indicated in any of the 4 Carers outcome domains?**

**Is the Carer eligible for a funded support plan to meet Carer outcomes?**

<b>Identify if Carer will be given choice of Self-Directed Support Options.</b>	No	Yes			
	If no – explain to Carer and add brief information below	<b>Option chosen</b>			
		1	2	3	4

<b>Amount of Funding available</b>		<b>What dates are covered by funding</b>		<b>Does Carer want to accept a funded support plan?</b>	Yes No
------------------------------------	--	--	--	---	--------

<b>What amount of funding is Carer accepting?</b>		<b>What dates are covered by funding</b>		
---	--	--	--	--

**Does the Carer manage to get a break from caring? Explain**



Has the Carer identified a need for a break from caring that they currently do not get? Explain	
<b>While Carer is meeting their own outcomes does the person they care for need additional support? Explain arrangements for this.</b>	
<b>As well as the Carer who else has provided the information in this document? E.g. Carer Support Worker, person who is cared for, GP</b>	
<b>If any of the contributors disagree with conclusions of assessor record this and give information about this.</b>	
<b>Information and advice provided</b> Provide details of all Information and advice provided to the Carer	
<b>Date</b>	<b>Information and Advice provided</b>
<b>Completion Details</b>	
<b>Name and Designation of Assessor</b>	<b>Contact Telephone number of assessor</b>
<b>Date Assessment and review of Dundee Adult Carer Support Plan completed</b>	
Assessor named above should now complete Part 2 with the Carer	





## DUNDEE CARERS PARTNERSHIP - INFORMATION FACTSHEETS 6

### FACTSHEET 6- CARER SUPPORT

Dundee Carers Partnership recognises the vital role that carers have in supporting local people. We want carers to be supported to look after their own health and wellbeing, and aim to reduce any negative impact of their caring role. The aim is that carers can continue to care, if they so wish, in good health and to have a life alongside caring.

As a carer you may find it hard to think what is involved in caring, as you see it as part of everyday life. In order to help you continue caring it may be useful for you to think about your caring role and what it means to you.

Although there may be many expectations placed on you as a carer you do have choices about being a carer and the responsibilities you undertake. It can be helpful to reflect on this, perhaps with family, friends and the person you care for.

This factsheet contains information on the support that is available to carers in Dundee.

#### **The Caring Journey**

Sometimes depending on where you are in your caring journey it can be helpful to discuss your caring role with professional staff. Getting information, advice and support at the earliest stage possible can enable you to care with confidence, promote positive wellbeing and keep you and the person you care for living well in the community.

You can plan and access support independently, informally or as part of a carer support plan depending on where you are in your caring journey and how your caring role and responsibilities are impacting on your outcomes as a carer.

You should choose the right way to plan your support, please take the opportunity to discuss this with relevant persons including the person you care for and staff who support them.

You may wish to consider planning where and how you can be supported in the caring role and whether you might benefit from an Adult Carer Support Plan or Young Carer Statement.



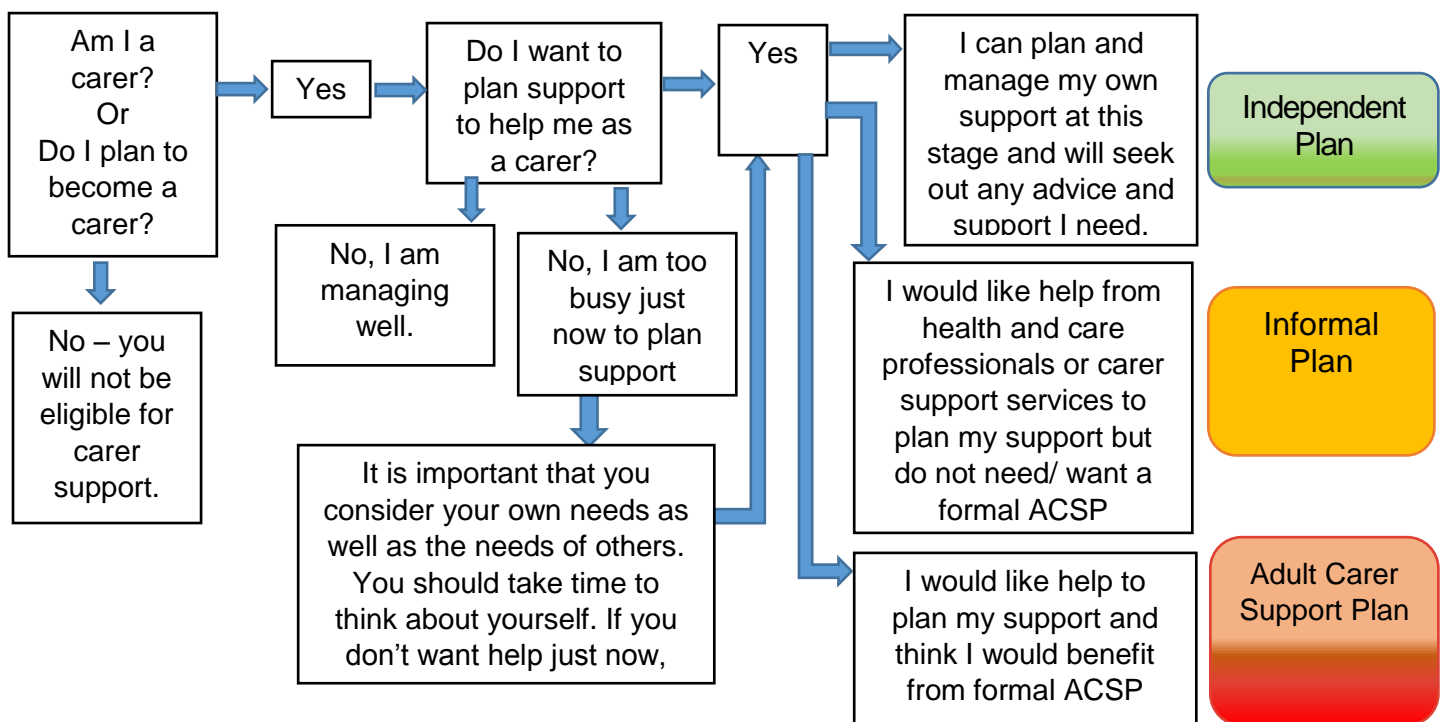
## DUNDEE CARERS PARTNERSHIP - INFORMATION FACTSHEETS 6

### What is an Adult Carer Support Plan?

An adult carer support plan helps you to think about what support you might need if you wish to continue caring and what could help you to have a life alongside caring. The plan sets out any needs you have and how they will be met.

Dundee Health and Social Care Partnership and Dundee City Council have a duty to offer an Adult Carer Support Plan to any carer over 18. As a Carer you can request a Carer Support Plan.

The following diagram may help you consider if you want an Adult Carer Support Plan.



### What is a Young Carer Statement?

Carers who are under 18 and/or 18 still at school should consider if a Young Carers Statement would be valuable to them. The YCS can accompany the Childs Plan. The Young Carer Statement will contain a variety of information about your circumstances and caring role.



## DUNDEE CARERS PARTNERSHIP - INFORMATION FACTSHEETS 6

### Planning your support as a Carer

Support planning can help you to look at your need for support as a carer and how you would like to meet your needs and do the things that are important to you. Locally there are range of options to meet your needs such as:

- Leisure activities and groups in the community
- Sources of information or support (Including Carer Support)
- Different types of equipment or tools that help you in your caring role
- Welfare Rights or employment law advice
- Training and learning opportunities that help you continue to care safely and help you develop new skills
- Planning for emergencies and contingencies to avoid crisis situations arising and give you peace of mind.

Some of your needs may be met by providing some support to the person you care for. The process of support planning can help identify the person you care for needs more support including support to help you have a break. As a carer you may be offered a Support Plan but you do not need to accept this offer or you can ask for this whenever you feel you need more support.

Even if you do not make a support plan when it is offered you can ask for a one at another time. When you ask for a support plan it may be helpful for you to give some indication of how urgently you think this might be needed.

Whether you have a formal support Plan or not it is important for staff in support services to know how you are getting on, after all carers provide vital care and support for other people who would not manage without this help.

You can choose different methods of Support Planning including:

- Independent Planning
- Informal Support Planning
- Adult Carer Support Plan/Young Carer Statement



## DUNDEE CARERS PARTNERSHIP - INFORMATION FACTSHEETS 6

### **Independent Planning**

As a carer you can access and plan your support. Many services and supports are available to all carers and can be accessed directly.

Independent Planning is most likely to be a suitable route for carers who are managing to achieve their outcomes as a carer and want support to maintain this position.

Carers planning their support may want to discuss how to maintain or achieve their outcomes with the person they care for, family or care workers, carer support workers or the person from Health and Social Care, Education or Social Work who supports the adult or child they look after.

Carers in Dundee identified that important outcomes to them were Managing the Caring Role, Financial Stability, a Good Lifestyle and Health and Wellbeing.

You can get information to help plan support via the internet or local library, or from professionals working with the supported person or through Dundee Carers Centre who have a remit of providing information and advice as well as providing support services which carers can access directly.

You can also get information or advice from organisations who have specialist knowledge that you may want e.g. GP, Nurses, Care Managers, and Condition Specific Organisations such as Alzheimer's Society or Penumbra.

Carers may take the opportunity to learn relevant skills and can ask specialists about training or learning opportunities in your caring role.

Specialists like Occupational Therapists may be able to give advice about simple pieces of equipment to support a carer in their caring role and about how to keep the carer and the person you care for injury free.



## DUNDEE CARERS PARTNERSHIP - INFORMATION FACTSHEETS 6

### **Informal Support Planning.**

When considering the support you might need as a carer you might find it helpful to have a discussion with a Health and Social Care professional a carer support worker or someone else.

Some Carer Support Workers may use a planning document to help you make a plan for your support

Through informal support planning carers can be supported to consider what help they need and can identify with a worker how and where they will get this help.

When you consider what help you need it may be helpful to consider the carers outcomes that have been identified locally and what support you need to achieve these. These are: - Managing the Caring Role, Financial Stability, a Good Lifestyle and Health and Wellbeing.

Other things you may wish to think about are

- what caring tasks you do and how you feel about doing them
- your relationship with the person you care for
- if you get enough time for yourself – for example time to get out and about, meet other people and take part in leisure activities
- how caring is affecting your mental and physical health
- how caring is affecting your relationships with others
- how caring is affecting your education, work life and finances
- whether the person you're caring for is getting enough help
- how willing or able to you are to carry on caring
- what would help make things easier for you

Some carers find that informal planning is enough to support them to continue in their caring role.

However there are times when carers find a change in their circumstances, or the circumstances of the person they care for or the length of time they have been caring in difficult circumstances makes it harder to reach their outcomes as a carer. At these times a formal Adult Carer Support Plan may help.



## DUNDEE CARERS PARTNERSHIP - INFORMATION FACTSHEETS 6

Carers who have an ACSP will have a similar outcomes focussed discussion to the discussion that they might have in informal support planning.

It may be helpful for the carer to bring along any notes of previous or current informal plans. It is also likely to be useful if any worker who helped with the informal plan shares information with the worker who undertakes the formal assessment with the carer.

### **Adult Carer Support Plan**

The Dundee Adult Carer Support Plan is for Carers who look after someone living in Dundee. If you care for someone living outside Dundee City you should ask for an Adult Carer Support Plan in the council area where the person you care for lives.

The Adult Carer Support Plan document is the record of the assessment and support plan you have discussed with an assessment worker from Health, Social Work or Social Care.

An ACSP will involve an assessment which will identify if you are eligible for funding or a Self-Directed Support Budget for your carer support.

The assessment worker will be identified by the Team Manager for the team who have responsibility for Assessment and Planning for the main person you care for.

Below is a summary of what to expect from the support planning process:

- Depending on circumstances it may be the assessment worker allocated to the person you care for.
- If the person you care for has no professional involved with their care an appropriate assessor will be allocated.
- Even if you care for more than one person you should only have one Carer Support Plan which takes all your circumstances into account.
- The assessor will arrange to have a discussion with you. During this discussion the assessor will ask you questions about yourself.





## DUNDEE CARERS PARTNERSHIP - INFORMATION FACTSHEETS 6

- The assessment usually involves at least one face to face discussion and you can choose whether the person you care for is with you or not.
- The person who will carry out the assessment will normally contact you to arrange a mutually convenient time and place.
- Check with the assessor how long they think the appointment will take.
- Let the assessor know if you want an interpreter, an advocate, or anyone else to support
- An assessment may take more than one meeting. If you find the process tiring you can ask for a break or ask for another meeting.
- You may wish to take prepare for the meeting by asking for a copy of the questions you may be asked.

The information discussed will include things like --What sort of things do you do for the person you care for, how often, how long it takes; basic information about all the people you look after (if you have their permission); and names and dates of birth of other carers (with their permission); and how you feel about your caring role.

There will be an opportunity to discuss the impact of caring on your Health (including your emotional and mental wellbeing); whether you manage to have a life alongside caring; your financial, education and employment circumstances and managing the caring role (including getting a break from caring).

You may wish to discuss Emergency Planning or any concerns you have about your future or the future of the person you care for. It might be a good idea to have a think about what you would most want to change about your caring situation

The assessor will help you consider the risks and barriers that you might stop you maintaining or achieving positive outcomes as a carer.



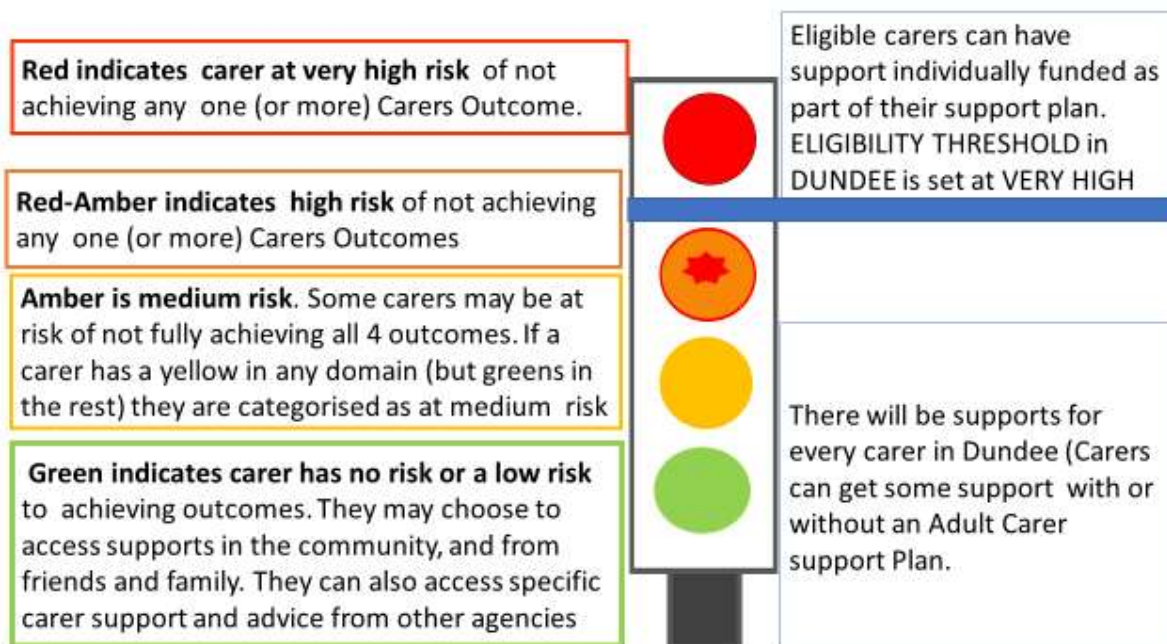
## DUNDEE CARERS PARTNERSHIP - INFORMATION FACTSHEETS 6

Along with the assessor you will identify your risk of achieving your outcomes as a carer. There are 4 risk categories are very high (red), high (Red-Amber), medium (Amber) low/no risk (Green).

An assessor will have a conversation with you to help you identify the risk in each of the areas- Managing The Caring Role, Health, Financial, and a Good Lifestyle.

You will be encouraged to think about why there are risks to not reaching each of these outcomes and whether this is something you want support to improve/maintain/ change and about what might help.

When your assessment has been completed your allocated assessor will work with you to produce a 'Support Plan'. The assessor will help you look to find ways of supporting you to maintain or achieve your outcomes.




The four outcome headings form part of the Eligibility Criteria and are used to assess if you are eligible for a funded support plan

If you are eligible for funded support you will be offered the option of receiving a Direct Payment. This means that you can choose to receive a sum of money to enable you to purchase your own support. Your assessment worker will explain this to you.

Review by Dec 2018

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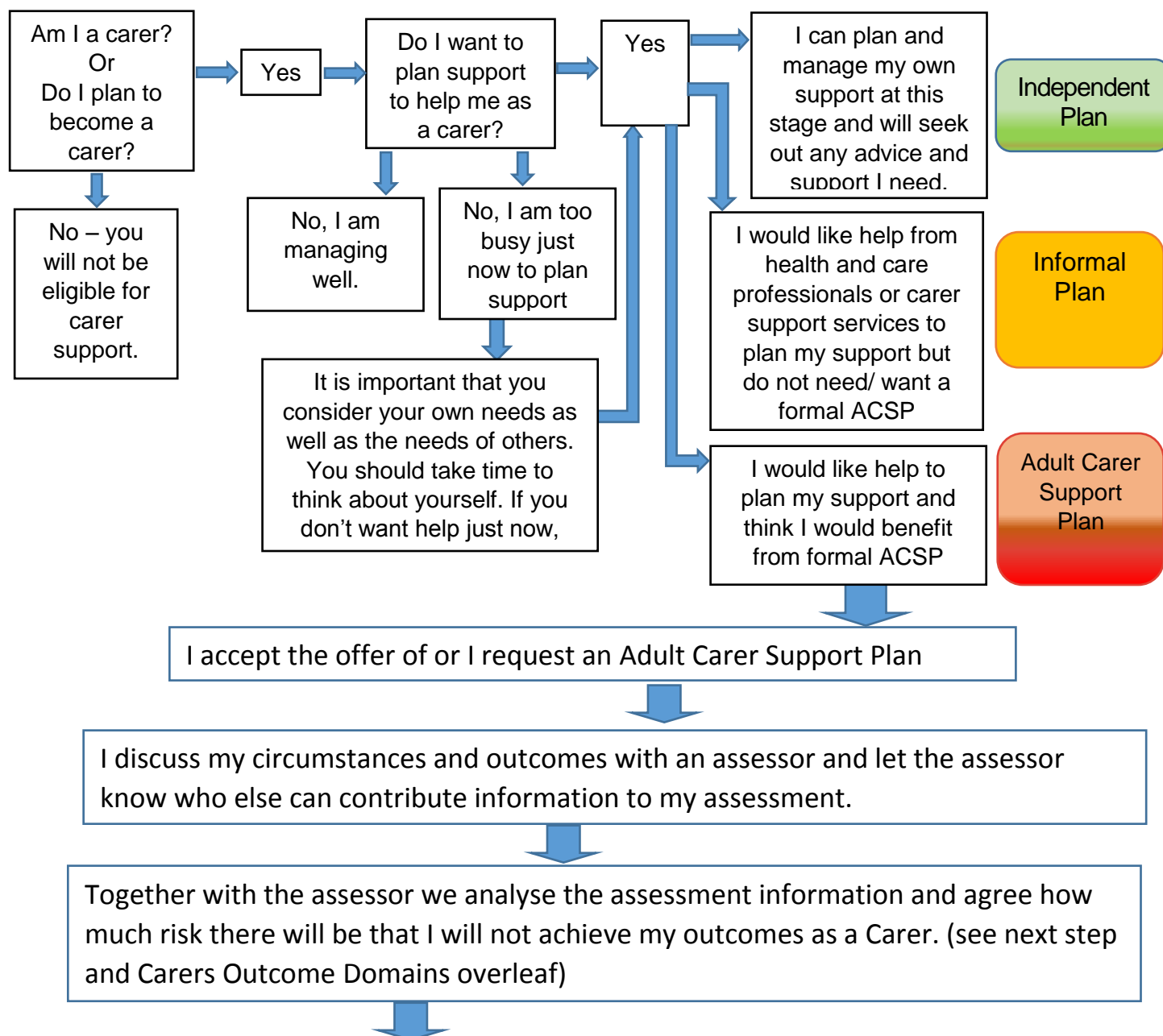


## DUNDEE CARERS PARTNERSHIP - INFORMATION FACTSHEETS- 9

### FACTSHEET 9 Adult Carers Eligibility Criteria

Please also read Fact Sheet 6- Carer Support

Your Choices as an carer -For adult carers (18 and over)



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## DUNDEE CARERS PARTNERSHIP - INFORMATION FACTSHEETS- 9



The Assessor and I discuss my outcomes as carer, Carers Outcomes are grouped under the following Outcome Areas: Health, a Good Lifestyle, Managing the Caring Role and Finances. I have a chance to say what Outcomes I want to achieve and/or maintain and the support I might need to do this. The 4 outcome areas form the Eligibility Criteria for Dundee. (See next page)



Together with the assessor I will consider whether I can achieve the outcomes I want now and in the future. We will identify the level of risk that I will not achieve outcomes in each of the outcome areas. There are four risk categories NO/Low Risk, Medium Risk, High Risk and Very High. (See next page)

NB. In Dundee Carers who are at High Risk in any outcome area will reach the Eligibility Threshold, the threshold is based on the **impact** their caring role has. Carers above the Eligibility Threshold could receive a Funded Support Plan if the available supports are not sufficient, or not the best way to meet their individual outcomes. Self-Directed Support should be offered to the carer for their funded Support Plan. The Carers Self-Directed Support Budget will not include payments to pay for the care services for the person the carer supports as these are funded via the assessment of the person the carer supports.



I will have an Adult Carer Support Plan which lists the planned support towards achieving my outcomes as a carer. The supports can include family, friends, community supports, and health supports etc. as well as specialist carer support. If I have reached the eligibility threshold in any outcome area some of support I get can be funded specifically for me. This is arranged as Self-Directed Support. The Adult Carer Support Plan will be monitored and reviewed.



# DUNDEE CARERS PARTNERSHIP - INFORMATION FACTSHEETS- 9

## Dundee Adult Carers Outcomes



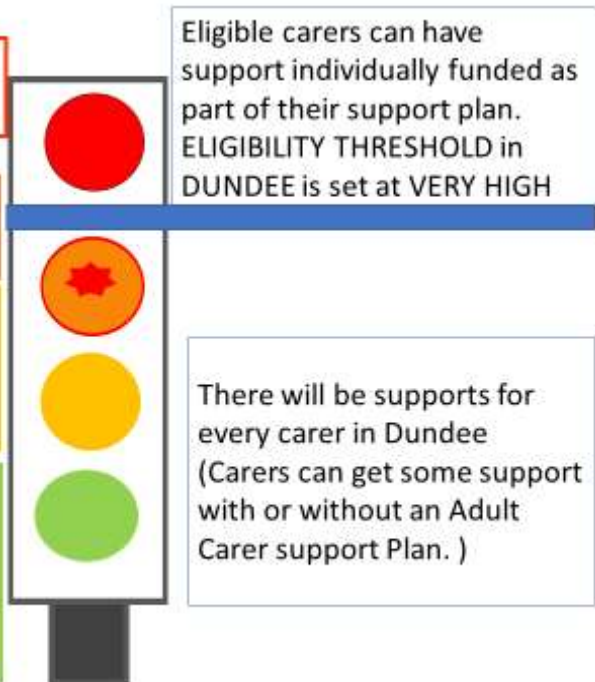
These outcomes are the agreed Eligibility Criteria for Adult Carers in Dundee.

**Red indicates carer at very high risk** of not achieving any one (or more) Carers Outcome.

**Red-Amber indicates high risk** of not achieving any one (or more) Carers Outcomes

**Amber is medium risk.** Some carers may be at risk of not fully achieving all 4 outcomes. If a carer has a yellow in any domain (but greens in the rest) they are categorised as at medium risk

**Green indicates carer has no risk or a low risk** to achieving outcomes. They may choose to access supports in the community, and from friends and family. They can also access specific carer support and advice from other agencies





## DUNDEE CARERS PARTNERSHIP - INFORMATION FACTSHEETS- 9

**Committee Report No:**

**Document Title:** IJB Report -Dundee Adult Carers Eligibility Framework

**Document Type:** Policy

**New/Existing:** New

**Period Covered:** 24/04/2018 - 24/04/2021

**Document Description:**

The Purpose of the report is to ask the Integration Joint Board (IJB):to note and approve the Dundee Adult Carer Eligibility Framework including Local Eligibility Criteria and Eligibility Threshold.

**Intended Outcome:**

It is recommended that the IJB notes the duties and powers placed on Local Authorities through the Carer's (Scotland) Act 2016 with regard to the Duty to Support and Eligibility Criteria outlined in this report; agrees the Dundee Health and Social Care Partnership Workforce Policy: Dundee Adult Carer Support Eligibility Framework and Eligibility Criteria; approves the publication of Carers Fact Sheet 6 (Carer Support Plan) and Carers Fact Sheet 9 (Adult Carers Eligibility Criteria).

**How will the proposal be monitored?**

The proposal will be monitored through Dundee Carers Partnership processes.

**Author Responsible:**

**Name:** Joyce Barclay

**Title:** Senior Officer

**Department:** Health and Social Care Partnership

**E-Mail:** joyce.barclay@dundeecity.gov.uk

**Telephone:** 01382 433947

**Address:** Floor 2 Dundee House

**Director Responsible:**

**Name:** David Lynch

**Title:** Chief Officer, Dundee Health and Social Care Partnership

**Department:** Health and Social Care Partnership

**E-Mail:** david.lynch@dundeecity.gov.uk

**Telephone:** 01382 434000

**Address:** Floor 2 Dundee House

## **A. Equality and Diversity Impacts:**

<b>Age:</b>	Positive
<b>Disability:</b>	Positive
<b>Gender Reassignment:</b>	Positive
<b>Marriage and Civil Partnership:</b>	Positive
<b>Pregnancy and Maternity:</b>	Positive
<b>Race/Ethnicity:</b>	Positive
<b>Religion or Belief:</b>	Positive
<b>Sex:</b>	Positive
<b>Sexual Orientation:</b>	Positive

### **Equality and diversity Implications:**

The Dundee Adult Carer Support Plan specifically requests that the impact of protected characteristics of the carer are taken into account in the assessment.

### **Proposed Mitigating Actions:**

n/a

### **Is the proposal subject to a full EQIA? : No**

The Dundee Adult Carer Support Plan specifically requests that the impact of protected characteristics of the carer or the person they support are taken into account in the assessment.

## **B. Fairness and Poverty Impacts:**

### **Geography**

<b>Strathmartine (Ardler, St Mary's and Kirkton):</b>	Positive
<b>Lochee(Lochee/Beechwood, Charleston and Menzies hill):</b>	Positive
<b>Coldside(Hilltown, Fairmuir and Coldside):</b>	Positive
<b>Maryfield(Stobswell and City Centre):</b>	Positive
<b>North East (Whitfield, Fintry and Mill O' Mains):</b>	Positive
<b>East End(Mid Craigie, Linlathen and Douglas):</b>	Positive
<b>The Ferry:</b>	Positive
<b>West End:</b>	Positive

### **Household Group**

<b>Lone Parent Families:</b>	Positive
<b>Greater Number of children and/or Young Children:</b>	Positive
<b>Pensioners - Single/Couple:</b>	Positive
<b>Single female households with children:</b>	Positive
<b>Unskilled workers or unemployed:</b>	Positive
<b>Serious and enduring mental health problems:</b>	Positive
<b>Homeless:</b>	No Impact
<b>Drug and/or alcohol problems:</b>	No Impact
<b>Offenders and Ex-offenders:</b>	No Impact
<b>Looked after children and care leavers:</b>	Positive
<b>Carers:</b>	Positive



**Significant Impact**

<b>Employment:</b>	Positive
<b>Education and Skills:</b>	Positive
<b>Benefit Advice/Income Maximisation:</b>	Positive
<b>Childcare:</b>	No Impact
<b>Affordability and Accessibility of services:</b>	Positive

**Fairness and Poverty Implications:**

The Adult Carer Support Plan assessment involves looking at the impact of the caring role and responsibilities. Where carers belong to the groups above it is anticipated that the policy will have a positive impact. There are no predicted negative impacts for people in the groups above who are not carers.

The aim is to support carers looking after people in varied circumstances and the impacts of caring on their lives. This will result in a plan to maintain and achieve carers outcomes in 4 main areas health (and wellbeing), a good lifestyle, managing the caring role, and finances (including employment and training).

**Proposed Mitigating Actions:**

n/a

## **C. Environmental Impacts**

### **Climate Change**

**Mitigating greenhouse gases:**

No Impact

**Adapting to the effects of climate change:**

No Impact

### **Resource Use**

**Energy efficiency and consumption:**

No Impact

**Prevention, reduction, re-use, recovery or recycling waste:**

No Impact

**Sustainable Procurement:**

No Impact

### **Transport**

**Accessible transport provision:**

No Impact

**Sustainable modes of transport:**

No Impact

### **Natural Environment**

**Air, land and water quality:**

No Impact

**Biodiversity:**

No Impact

**Open and green spaces:**

No Impact

### **Built Environment**

**Built Heritage:**

No Impact

**Housing:**

No Impact

### **Is the proposal subject to Strategic Environmental Assessment?**

No further action is required as it does not qualify as a Plan, Programme or Strategy as defined by the Environment Assessment (Scotland) Act 2005.

### **Proposed Mitigating Actions:**

n/a

### **Environmental Implications:**

n/a

## **D. Corporate Risk Impacts**

### **Corporate Risk Implications:**

The risk implications associated with the subject matter of this report are 'business as normal' risks. The subject matter is routine and has happened many times before without significant loss. There is comfort that the risks inherent within the activity are either transferred to another party, shared equally and fairly between the Council and another party or are negligible.

### **Corporate Risk Mitigating Actions:**

n/a