

Adults' Resource Allocation System

Adult Social Care

November 2018

What is this?

The Resource Allocation System (RAS) is the way the Council decides how much money service-users will get to meet their social care and support needs. There are clear rules to ensure money is given out in a fair way based on the needs and circumstances of the service-user. This document sets how the Council RAS will work from September 2018.



We want people to live independently, have control over their lives, be as well as possible for as long as possible, and feel safe as set out in our Corporate Plan and our Vision for Adult Social Care:

- www.kirklees.gov.uk/corporateplan
- www.kirklees.gov.uk/adultvision



Many people with care and support needs use specialist equipment and technology to maintain their independence. Many also have support networks such as families, friends, and neighbours that support them or could do so if asked. The Council will always be there to assist, when this support is not enough or when it is unavailable or inappropriate, such as when people are at risk of neglect or abuse or have very complex needs.



As the population ages and grows, we need to think about the future and ensure we have enough money to continue supporting the most vulnerable and those with the most complex needs. The RAS helps us ensure every Council pound is spent efficiently and effectively.



Scope

This document applies to everyone assessed as eligible to receive support in line with the provisions of the Care Act 2014. This document is in line with the Care Act Statutory Guidance, which sets out how Councils should approach assessments, work out eligibility for support, allocate resources, and plan and deliver support to meet their statutory duties to ensure care and support for people with unmet needs. Other documents you might find useful are indicated throughout.

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The RAS Steps

1. Assessment and working out eligibility for support

An assessor works with you (or an advocate if you prefer or this is needed) to assess whether you have unmet needs for care and support to help you live your day-to-day life. The assessment takes into account a range of factors including your needs and how these impact on your wellbeing, your circumstances, support you already get, and the outcomes that matter to you. If you have any educational, health, or social needs that are not being met, the National Eligibility Framework is used to consider if any of your needs require Council funded support. This involves asking three questions:

1. Do these needs arise from a physical or mental impairment or illness?
2. Do these needs mean that the adult cannot be reasonably expected to achieve two or more of the outcomes from the Framework?
3. Is there consequently a significant impact on the adult's wellbeing?

If the answer is 'yes' to all of the above, you are eligible to receive adult social care support. You will then have a financial assessment.

You can find more information on the National Eligibility Framework here:

- <https://www.scie.org.uk/care-act-2014/assessment-and-eligibility/eligibility/outcomes-care-support-needs.asp>

2. Resource allocation and support planning

If you need Council funded support the assessor will work with you to decide about the amount and level of support you need. A support planning tool has been created to help with working this out in a consistent way. The tool has a calculator that contains a formula which reflects the unit cost prices in the local care market for the type of support which is required.

The calculator will calculate an amount of money called an indicative personal budget, which is an early indication of the amount of money that may be appropriate to meet your needs. This indicative budget can help you start to think about how you might want your needs to be met.

In most circumstances the indicative budget will be an appropriate amount to provide the support you need and will become the personal budget you get to meet your needs. However if there is evidence to suggest the indicative budget is too high or too low to meet your support needs then the assessor can use their professional judgement to recommend an increase or decrease to the budget in line with this evidence.

A support plan is created to show how your needs and the outcomes you want will be met and how much your personal budget will be. You have the option of producing a support plan with an assessor, on your own, or with someone else's help, such as an advocate. The assessor will always be responsible for ensuring it is appropriate to meet your identified needs.

3. Consideration and approval of the support plan and personal budget

When the support plan is complete, the assessor needs to seek approval for the plan and the personal budget from a manager. The manager will consider if they think personal budget is appropriate to meet your eligible unmet support needs. If it is approved, the assessor will contact you to advise you of this and you or the relevant person can start to arrange your support.

However, if the manager feels the plan will not meet your eligible unmet support needs they will refer this back to the assessor for more evidence or consideration. They will contact you about any revisions to be made to your support plan.

Some high level or complex support needs may require more specialist input, for example consideration for continuing health care funding and they would follow other more appropriate processes.

4. Ways to use your personal budget for support

Your personal budget can be used to provide support in a variety of different ways, including:

- the Council arranging and providing support
- the Council arranging for another person or agency to provide a service
- you receiving money via direct payment and arranging and managing the support identified in your support plan
- A combination of the above.

For more information on direct payments, see our [Direct Payments Policy](#).

Paying towards your support

You may have to pay for any care or support services you receive from the Council. The amount you pay will depend on your circumstances, some people may qualify for financial assistance towards the cost of their care while others will pay for their care from their savings and income. A financial assessment will be completed which will

consider your income, any savings and your expenses (e.g. rent, mortgage, household bills) to work out how much you would have to pay.

If your needs can be met with the options identified in your support plan, but you prefer to have alternative options that cost more than allocated in your budget, you can choose to pay more to top-up your budget.

If the Council funds any of your care, you might receive some or all of these funds via a direct payment to you, which you must then use to meet your assessed needs. For further information, see our [Direct Payments Policy](#):

5. Reviews and re-assessments

Reviews are completed to find out if your support plan is meeting your needs. The Council has a statutory duty to review your support 6-8 weeks after your initial assessment. This review might be as simple as a telephone call or more in-depth if your needs are more complex.

Following this review, further reviews will occur every 12 months or less. Some people's needs or situations might be more likely to change than others, which is why they will have more regular reviews. We will discuss this with you and record this on your support plan.

You have a responsibility to tell us if your situation or circumstances change so that we can continue to support you in the right way. If your needs and/or situation have sufficiently changed, we might need to complete a new assessment with you. This could result in a change in your budget and/or support plan.

Appeals, complaints, comments and compliments

Appeals and complaints are different. Appeals inform the decision-making process during the decision-making process and are managed by the team that has done the assessment. There are established processes for managing these appeals and for changing any decisions. You can make an appeal online here:

- www.kirklees.gov.uk/adultappeals

The online form takes around 10 minutes to complete.

You can provide a compliment or make a complaint if you are satisfied or dissatisfied with how the Council has provided a service or made a decision. You can find out how to make a complaint or provide a compliment here:

- www.kirklees.gov.uk/adultcomplaints

Appendix 1: Legal Context

Our adult social care offer, including our RAS model, has been developed in line with the Care Act 2014 and other legislation, statutory guidance, and the NHS National Framework for ongoing care. The Council will continue to monitor the steps outlined in this document to ensure we can meet the obligations of the relevant legislation.

The Care Act 2014

The Care Act 2014 set out a shared vision to develop a modern adult social care system that would promote people's well-being by enabling them to prevent and postpone the need for care and support and to pursue education, employment and other opportunities to realise their potential.

The Care Act is underpinned by a 'wellbeing principle' which places a responsibility on the Council to promote wellbeing when carrying out any of their care and support functions in respect of a person.

The Act identifies other principles and standards which the Council must have regard to in the provision of its 'offer':

- beginning with the assumption that the individual is best-placed to judge the individual's wellbeing
- individual's views, wishes, feelings and beliefs
- preventing or delaying the development of needs for care and support
- reducing needs that already exist
- ensuring that decisions are made having regard to all the individual's circumstances
- individuals participating as fully as possible (and being provided with the information and support necessary for them to do this)
- achieving a balance between the individual's wellbeing and that of any friends or relatives who are involved in caring for the individual
- protecting people from abuse and neglect
- ensuring that any restriction on the individual's rights or freedom of action is kept to the minimum necessary

Statutory Guidance on the Care Act

- <https://www.gov.uk/government/publications/care-act-statutory-guidance/care-and-support-statutory-guidance>

Other Legislation

- The Mental Capacity Act 2005 to protect and empower people who may lack the mental capacity to make their own decisions about some or all aspects of their care and treatment;

- The Children Act 1989 to safeguard and promote the welfare of children;
- Equality Act 2010 aims to eliminate unlawful discrimination and to promote equality of opportunity, even where that involves treating disabled people more favourably; and
- Children and Families Act 2014 to improve support and services for children and families.

NHS National Framework for NHS Continuing Healthcare and NHS-funded Nursing Care (October 2018)

- [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/690426/National Framework for CHC and FNC -
_October 2018 Revised.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/690426/National_Framework_for_CHC_and_FNC_-_October_2018_Revised.pdf)