

ASC Shared Lives PIR Questions

Location information

	Location number
	Location name
	Address of your location
	Postcode
	Provider number (Sometimes called 'organisation number')
	Provider name
	Organisation type

Respondent information

	Your name
	Your phone number
	Your email address
	Website address

1. Changes

1.1	Describe the impact of changes you have made in the past 12 months on people using your service. Consider the characteristics of good and outstanding ratings to identify relevant changes
1.2	Describe the changes you have planned for the next 12 months and the impact you expect these to have on people using your service. Consider the characteristics of good and outstanding ratings to identify relevant changes

2. People who use your service

People who use your service: Number of people

2.1	How many people are currently receiving support with regulated activities as defined by the Health and Social Care Act from your service?
2.2	How many long-term Shared Lives arrangements are there as of today?
2.3	How many referrals have been made to the scheme in the past 12 months?

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2.4	How many new long-term Shared Lives arrangements have there been in the past financial year?
2.5	How many day arrangements have been made in the past 12 months?
2.6	How many respite arrangements have been made in the past 12 months?
2.7	How many referrals have not resulted in new long-term arrangements?
2.7-a	For those where no arrangement was made, what was the reasoning? <ul style="list-style-type: none"> • The scheme does not provide the right accommodation or support • Individual does not fit the criteria for the service • The service could not find a suitable match • Other or reason not known
2.8	How many long-term Shared Lives arrangements have ended in the past 12 months?
2.8-a	Of those, how many were for the following reasons? <ul style="list-style-type: none"> • Person who uses the service has developed their daily living skills and is ready to move on to greater independence • Person who uses the service moving away to another area • Person who uses the service's needs have changed • Person who uses the service wants a change or to do something different • SL carer can no longer provide SL arrangements • SL Agreement broken • Other/ Not Known
2.9	How many people have you served notice on to leave your service in the past 12 months solely due to a change in their care needs?
2.10	How many people have you served notice on to leave your service in the past 12 months for any other reason?
2.10-a	What were those other reasons?

People who use your service: Attorneys and deputies

2.11	How many people using your service have given another person valid and active lasting powers of attorney with authority to take decisions about the service you provide?
2.12	How many people using your service have a Deputy appointed by the Court of Protection with powers to take decisions about the service that you provide?

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People who use your service: Care needs and preferences

2.13	Which of the following dependencies do you currently support people with? Select all that apply: <ul style="list-style-type: none">• Dementia• People detained under the Mental Health Act• Mental health needs• Drug or alcohol misuse• Eating disorders• Sensory impairments• Learning disabilities or autistic spectrum disorder• Physical disabilities
2.14	Do people who use your service have any specific communication needs or preferences?
2.14-a	How have you met these needs?
2.15	How do you assess whether people are at risk of malnutrition and dehydration?
2.16	How many of the people who use your service are assessed to be at risk of malnutrition or dehydration?
2.17	How many of the people who use your service need a specialist diet?

People who use your service: Restrictions and restraints

2.18	How many people have restraints or restrictions in their care plans?
2.19	How many incidents of restraint have you recorded in the past 12 months?
2.20	How many people are the subject of an order made by the Court of Protection that restricts, or deprives them of, their liberty?
2.21	What are the visiting arrangements for relatives and friends?
2.22	Are there any restrictions or special arrangements on friends or relatives visiting people?
2.22.1	What are these?

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People who use your service: Equality, Diversity and Human Rights

2.23	How do you make sure you meet the Accessible Information Standard?
2.24	<p>Please state whether you have carried out any specific work in the past 12 months to ensure or improve care quality for people in relation to the following equality characteristics:</p> <ul style="list-style-type: none">• Age• Disability• Gender• Gender reassignment• Race• Religion and belief• Sexual orientation• None of the above
2.25	<p>What specific work have you undertaken in the past 12 months to ensure your service meets the needs of the people with protected characteristics?</p> <p>Protected Characteristics are Age, Disability, Gender Reassignment, Marriage and civil partnership, Pregnancy and Maternity, Race, Religion or Belief, Sex, and Sexual Orientation</p>
2.26	<p>What has been the impact?</p> <p>Please provide examples for different protected characteristics</p>
2.27	<p>How do you ensure your staffing is sufficient in numbers and quality to meet all the needs of those you care for?</p> <p>Take into consideration all the protected characteristics and preferences of those that you care for</p>
2.28	What practical examples can you give as to how you implement or apply human rights principles (fairness, respect, equality, dignity and autonomy) to your service?
2.29	How do you assure yourself that you and your workforce understand human rights principles (fairness, respect, equality, dignity, and autonomy)?

People who use your service: Funding

2.30	How many of the people who use your service (i) are funded in full or in part by their local authority, or (ii) receive NHS Continuing Health Care? Include people here even if they pay user charges towards local authority funded care, pay using a local authority personal budget, or have someone paying a third party top-up on their behalf.
2.31	How many other people use your service? These people will be self-funded or charity funded, including those in receipt of NHS Funded Nursing Care, and those paying the full cost through their local authority.

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Your responses to the two questions above should add up to the total number of people who use your service.

3. Services you provide

3.1	Do you use assistive technology for people who use your service?
3.1-a	What assistive technology do you use?
3.1-b	What difference has this technology made to the people who use your service?
3.2	Do you use any 'satellite' offices that support carrying on the service managed from this location?
3.2-a	Is this information in your statement of purpose?
3.2-b	Give the address and phone number of each of these satellite offices.

4. Shared Lives workers and carers

Shared Lives workers and carers: Numbers

4.1	How many people are directly employed and deliver regulated activities at your service as part of their daily duties?
	Of those:
4.2	How many work 35 hours a week or more?
4.3	How many work less than 35 hours a week?
4.4	How many Shared Lives carers are providing regulated activities for the scheme?
4.5	How many respite carers are providing regulated activities for the scheme?
4.6	How many Shared Lives carers are not part of a support arrangement?
4.7	Of the people currently supporting the delivery of regulated activities at your service, how many are Shared Lives workers?
4.8	How many Shared Lives workers have left your service in the past 12 months?
4.9	How many full time equivalent posts are employed at this service?
4.10	How many hours of care have agency staff provided in the past 28 days?
4.11	How many households are providing regulated activities for the scheme?
4.12	How many households are part of multiple support arrangements?
4.13	How many Shared Lives worker vacancies do you have?

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Shared Lives workers and carers: Training and qualifications

4.14	How many of your current Shared Lives workers have completed the Care Certificate?
4.15	How many of your current Shared Lives carers have completed the Care Certificate?
4.16	How many of your Shared Lives workers have achieved a relevant Level 2 qualification or above? For example, this could be an NVQ or Diploma in Health and Social Care.
4.17	How many of your Shared Lives carers have achieved a relevant Level 2 qualification or above? For example, this could be an NVQ or Diploma in Health and Social Care.
4.18	How many of your Shared Lives workers have a relevant Level 3 qualification or above? For example, this could be an NVQ or Diploma in Health and Social Care.
4.19	How many of your Shared Lives carers have a relevant Level 3 qualification or above? For example, this could be an NVQ or Diploma in Health and Social Care.
4.20	What training are your Shared Lives workers required to do so they have the skills and knowledge to support people who use your service?
4.21	What impact has this had on the experience and outcomes for people who use your service?
4.22	What training are Shared Lives carers attached to your service required to do so they have the skills and knowledge required to support people who use your service prior to approval by the panel?
4.23	How many of your Shared Lives workers have a named person that provides them with regular one to one supervision?

Shared Lives workers and carers: Registered Manager

	Is this service required by a condition of registration to have a Registered Manager at this location?
	Is there a Registered Manager in post at this location?
	When did your last manager leave?

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4.24	<p>What stage are you at in recruiting a new registered manager?</p> <ul style="list-style-type: none"> • Recruiting • Appointed • Waiting for person to start • Waiting for DBS (criminal record) check • Manager application submitted to CQC • Manager application accepted by CQC • Waiting for CQC to process application • Waiting for fit person interview or result • Not applicable
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5. Commissioners

	Tell us which organisations commission care from you, their contact details and how many people they commission care for:
5.1	Select the number of commissioners
	Commissioning organisation
	Do you have a named person?
	Named person
	Telephone number
	Email address
	Number of people
5.2	Please give details of all other organisations that are currently commissioning care from you, if any, in the box below.

6. Quality assurance and risk management

Quality assurance and risk management: Quality assurance

6.1	How do you assure yourself about the quality of care practice?
	Shared Lives Scheme Panel
6.2	Does your scheme have a panel?
6.2-a	How many panel meetings have been held in the past 12 months?
6.2-b	How many Shared Lives carers have been approved by panel in the past 12 months?
6.2-c	How many Shared Lives carers have been de-approved by panel in the past 12 months?
6.2-d	Describe how carers are assessed and approved.

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6.2-e	What reasons have there been for the panel to remove carers' approval status?
6.3	How do you quality assure your scheme?

Quality assurance and risk management: Accreditation, memberships and recognition

6.4	List any accreditation schemes, initiatives, associations or memberships you have been a part of, and any awards or official recognition your service, or individual Shared Lives workers or carers, have received for the quality of care provided to people who use your service. Only include items from the past 12 months.
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Quality assurance and risk management: Duty of candour

6.5	How many notifiable safety incidents have you had in the past 12 months that have triggered the harm thresholds of the duty of candour regulation?
6.5-a	Have you kept copies of what you told the people using your service - or people lawfully acting on their behalf - when the incident happened (including an account of that incident, further enquiries anticipated, and an apology)?
6.5-b	Have you kept copies of what you put in writing to them (setting out support provided, enquiries made and their results, and the apology)?

Quality assurance and risk management: Medicines and controlled drugs

6.6	Do you administer medicines?
6.6-a	How many medicine recording errors have there been in the past 12 months?
6.6-b	How many medicine administration errors have there been in the past 12 months?
6.6-c	Do any Shared Lives carers administer controlled drugs at households in the scheme?

Quality assurance and risk management: Deaths

6.7	Have you notified us of any deaths in the past 12 months?
6.7-a	How many of these deaths were followed by an inquest?

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6.7-b	How many of the people who died were subject to a DoLS authorisation?
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Quality assurance and risk management: Complaints and compliments

6.8	In the past 12 months, how many complaints were made about your service that were managed under your complaints procedure?
6.8-a	What are the main complaints you have received in the past 12 months and what have you changed as a result to improve your service?
	Of the complaints you have had in the past 12 months:
6.8-b	Of these, how many were made within the past 28 days?
6.8-c	How many have been resolved?
6.8-d	Of the complaints that were resolved, how many were resolved in 28 days?
6.9	Tell us the most common types of compliment people have given your service over the past 12 months

7. Anything else

7.1	Tell us here, anything else that you wish to share about your service and that is not included in your other answers.
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