

Guidance for Providers who have Out of Area (OOA) Placements & / or transfers of health care for people with a Learning Disability &/or Autism in the South West

This document is aimed at providers who have individuals placed into their service by authorities or CCGs who are not the host authority. This document is to compliment the out of area guidance and toolkit set up for placing authorities. It is based on best practice as agreed by the South West LGA, ADASS and the NHS to highlight expected standards for placing authorities, CCGs and providers in terms planning, information sharing, ongoing oversight and quality assurance.

The term “Out Of Area” (OOA) relates to an individual’s care and support being delivered in a local authority or CCG area that is different from the local authority or CCG with the statutory responsibility for the provision of that care and support. All placements whether in or out of area should be undertaken ethically and lawfully, taking into account the individual’s human rights, their capacity to make decisions about their care, support and where they live. Where someone lacks capacity the need to ensure the principles of the Mental Capacity act are followed to ensure placement decisions are made in the individual’s Best Interest.

OOA placements do require an enhanced level of planning and coordination because the individual is being placed away, sometimes a considerable distance from their family/carers, the Authority or CCG with the statutory responsibility and knowledge of the individual being placed. There is a duty of care to ensure a wider range of factors are considered and acted upon to support the safe transfer to a new placement, and importantly ensure ongoing oversight and quality assurance by the placing authority.

It is important that both the host and placing authorities as well as providers are mindful of the duties required of them and the need to cooperate in certain circumstances for the benefit of those with care and support needs.

Step 1: Before making the placement

Providers should be sent an individual’s support plan which clearly identifies the needs, outcomes and risks for the individual. The plan should allow providers to identify if they can meet the individual needs, have appropriate staff working within the accommodation to support their needs

Providers should assess the person either in person or via a form of technology to enable them to ascertain if they would be able to meet the individuals needs. Any additional resources/support should be identified at this stage and discussed with the placing authority/CCG.

Providers should satisfy themselves that the placing authority/CCG have followed the guidance and toolkits for out of area placements.

Providers should ensure they have considered the compatibility of the potential person on those people who currently live in the property and wherever possible ensure they are consulted on the placement.

Step 2: After the person moves in

Providers should develop the individuals care and support plan to clearly set how the service will meet the needs and outcomes of the individuals.

Providers should ensure that the staff working with the individual has the correct training and are able to support the individual to successfully meet their identified outcomes.

Individuals should be given access to information about how to make a complaint, how to assess an advocate if they need one to support with decision making about their lives. Individuals should be supported to have visits and communication with their families.

Local registration should be carried out so that the individual can be supported by the homes GP as well as secondary health support.

Step 3: Notify the host authority if the person is no longer supported by your organi-

Providers should notify the host authority when a person leaves the area or moves from the service to another service