

OA Reablement Service	OA Day Care	OA Residential Care	Domiciliary Services	DMH Day Services	DMH Supported Living	DMH Residential Services	EIA'd
✓	*	*	*	*	*	*	✓

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REABLEMENT PLAN /PROGRESS RECORD

POLICY

The individual should feel fully involved in the development and review of their own reablement plan and participate in decisions which affect aspects of their lives.

PROCEDURE

1. Following a referral from the social worker, the supervisor will arrange a visit with the individual to discuss their desired goals and outcomes.
2. Each individual will have a personalised reablement plan completed with the social worker that sets out goals and aspirations for a focused and time limited episode usually no longer than 6 weeks.
3. The supervisor / reablement support worker must carry out the visit to allow the reablement plan to be in place within 2 working days of the referral and ensure the reablement plan is operational within this time. In addition to this, the hazard identification form and moving and handling risk assessments (if applicable) must be completed along with any subsequent documentation.
4. As part of the reablement plan the supervisor can access any specialist help to enable the individual to achieve their outcomes, this will include making reference to the Cumbria County Council risk taking policy.
5. A copy of the reablement guide must be provided to the individual.
6. The supervisor must agree with the individual where the reablement plan and communication records are to be held in the home as these need to be accessed by staff on a daily basis.
7. The supervisor must obtain any missing information from the IAS front sheet. This must then be input onto IAS once the supervisor is back to the office.
8. Supervisors must ensure all documentation is legible, accurate, factual, informative and up to date.

Progress

1. The reablement support worker must feedback immediately to the supervisor where there are any changes to the reablement support plan.

Date	17/01/12							Issue date
Amendment	1							30/11/10 P&P

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2. Where the progress needs to be enhanced the individual may require further specialist assistance and / or they may require the use of specialist equipment. This must be reflected in the reablement plan and the supervisor should be contacted. IAS must be kept up to date at all times.
3. Following discussion with the individual the reablement support worker must enter the daily progress on each task.

Weekly reviews

1. A nominated reablement support worker / supervisor must complete the weekly review sheets to ensure that appropriate progression is being made and to identify any changing needs.
2. At week 3/4 where long term needs become apparent, the supervisor should contact Adult and Local Services to request a statutory assessment.
3. At any weekly reviews where it is apparent that the individual has met their desired outcomes the case can be referred back to the social worker for further discussion.
4. The nominated reablement support worker must inform the office if the expected progress is not being made. The supervisor must log adequate information on IAS and complete the case notification.
5. At the end of the reablement phase the support worker / supervisor must return all the documentation to the main district office.

Date	17/01/12							Issue date
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