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| **Extra Care Housing Scheme Application Form** | | | | | | |
| This form allows social care staff to introduce a potential tenant to Extra Care Housing Provider(s). With the service user's consent, the form should be completed by the social worker and returned to Policy, Information and Commissioning at [CommissioningAgeWell@lancashire.gov.uk](mailto:CommissioningAgeWell@lancashire.gov.uk)  The application will be considered at a scheme allocation meeting and if approved the provider will arrange for the service user to visit the facility. Before an application is accepted and any accommodation allocated, both the housing provider and the care provider must undertake their own assessments to ensure they are able to meet the service user's needs.  For further information on Extra Care, please see the Think Extra Care factsheet. If you have any queries, please contact Policy, Information and Commissioning at [CommissioningAgeWell@lancashire.gov.uk](mailto:CommissioningAgeWell@lancashire.gov.uk)  For Primrose Gardens and Tatton Gardens, please contact Chorley Council for an application pack and return to [tatton.gardens@chorley.gov.uk](mailto:tatton.gardens@chorley.gov.uk) or [primrose.gardens@chorley.gov.uk](mailto:primrose.gardens@chorley.gov.uk). | | | | | | |
| **Scheme Name (Please tick all that Service User wishes to apply for)**  **(All schemes are for age 55+ unless otherwise stated)**  **(Please be aware that Atrium will be open and accepting residents from January 2024)** | | | | | | |
| **North** | Lighthouse View (Wyre) | | | Stanner Lodge (Fylde) | | |
| **Central** | Ainscough Brook (Preston) | | | Atrium (60+) (Preston) | | |
| Bannister Brook (Leyland) | | | Brookside (West Lancs) | | |
| Courtyard (60+) (Preston) | | | Greenwood Court (Leyland) | | |
| Marlborough Court (West Lancs) | | | Primrose Gardens (Chorley) | | |
| Tatton Gardens (Chorley) | | |  | | |
| **East** | Greenbrook House (Whitworth) | | | Hyndbrook House (Hyndburn) | | |
| Kirk House (Hyndburn) | | | St Ann's Court (Clitheroe) | | |
| **LAS Number** | Click or tap here to enter text. | | **Name of Person** | | | Click or tap here to enter text. |
| **Contact Number** | Click or tap here to enter text. | | **Date of Birth** | | | Click or tap here to enter text. |
| **Address** | Click or tap here to enter text. | | **Self-Funder** | | | Choose an item. |
| **Select Move Registration Number** | Click or tap here to enter text. | |  | | |  |
| **Expected level of support required** | Click or tap here to enter text. | | | | | |
| **Reason for Extra Care application** | Click or tap here to enter text. | | | | | |
| **Any moving and Handling needs?** | Click or tap here to enter text. | | | | | |
| **Long Term Conditions/Diagnosis if relevant** | Click or tap here to enter text. | | | | | |
| **Risks (to self and others)** | Click or tap here to enter text. | | | | | |
| **Any need for reorientation night or day?** | Click or tap here to enter text. | | | | | |
| **Social Worker Name** | Click or tap here to enter text. | **Contact Number** | | | Click or tap here to enter text. | |
| **Email Address** | Click or tap here to enter text. | | | | | |

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| **Office Use** | | | |
| **Processed By** | Click or tap here to enter text. | **Processed Date** | Click or tap to enter a date. |
| **Priority** | Choose an item. |  |  |
| **Initial Application Meeting** | Click or tap to enter a date. |  |  |
| **Initial Application Notes** | Click or tap here to enter text. | | |
| **Further Application Notes** | Click or tap here to enter text. | | |
| **Application Outcome** | Click or tap here to enter text. | **Outcome Date** | Click or tap to enter a date. |

**Referral Process for Adult Social Care Workers:**

* Social care staff should, with the service user's consent, complete the Extra Care referral form and send it to CommissioningAgeWell@lancashire.gov.uk
* If it is felt that the service user's needs could be met by Extra Care, an application to Joint Allocation Meetings for Extra Care will be considered for all schemes an individual has expressed an interest in.
* If application is accepted, the housing provider will respond to the worker and arrangements will be made for the service user to visit the scheme and meet with the onsite care provider. The worker should advise whether a Mental Capacity Assessment is needed.
* If the service user wishes to apply for a tenancy after meeting with the housing and care providers, the housing provider will provide information on rent, council tax, and any associated housing costs.
* The service user will be added to the Extra Care scheme's waiting list if no current vacancy exists. With the service user's consent, their social care assessment will be shared with the providers. The housing and care providers will also conduct their own risk assessments.
* When the person is offered accommodation, the worker will check that the onsite care provider is able to meet the services user's needs and has available hours.
* The worker will provide the onsite care provider with an up-to-date assessment and support plan and arrange a CPLI for the planned care.

Please note:

* If there are no available hours, the worker should contact the Contract Monitoring Officer.
* While a service user living in an Extra Care scheme may use another care agency, they will not benefit from 24-hour background support.
* Self-funders who wish to have access to 24-hour background support can only access this as a commissioned service through a social care assessment.
* Service users pay their assessed charge as they would in any other setting, but only pay for planned care. The background care is not included in the CPLI.
* Workers will need to update the onsite care provider of any changes to a service user's assessed needs and personal budget.
* If it is not clear whether an extra care setting would be suitable, the worker should arrange a trial period with the provider.

**Priority**

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| Priority 1 | People who have an urgent need for re-housing and high care needs, who would otherwise move into a residential care setting.  This includes people who are unable to return home following a period in hospital or rehabilitation |
| Priority 2 | People who have had a social care assessment (including reablement) that indicates that their current housing is no longer suitable and extra care accommodation would meet or reduce any ongoing statutory care needs, and would promote wellbeing as defined in the Care Act |
| Priority 3  (only for Primrose, Tatton, Courtyard & Lighthouse View) | People who have no statutory care needs who indicate that their current housing is no longer suitable, and their independence and well-being would be promoted through living in an extra care scheme, thereby preventing or slowing down the need for care in the future |