

Guide to Adult Social Care

Information and advice to support your
wellbeing and help you stay independent



Contents

- 03 Introduction to Adult Social Care**
How to contact us
- 04 Services for adults in Derbyshire**
- 04 Information, advice and signposting**
- 05 Brokerage**
- 06 Welfare Rights Service**
- 06 Other services to support your independence**
- 08 Deciding what help you need**
Your assessment
Information about you
Your Care and Support plan
- 11 Other Adult Social Care Services**
Short term care
On-going support
Mental Health Services
- 12 How Services are provided**
Personal budgets
Direct payments
Co-funding
- 13 Keeping Adults Safe**
- 14 Information for Carers**
- 15 Comments, compliments and complaints**
- 16 Further Information**



Introduction to Adult Social Care

Derbyshire County Council is committed to supporting the wellbeing of all local people. This booklet tells you what to expect from us. There is also a summary of the services available and where you can find more information.

How to contact us

Call Derbyshire on 01629 533190

Minicom: 01629 533240

Text: 86555

Website: www.derbyshire.gov.uk

Email: contact.centre@derbyshire.gov.uk

Write to: Adult Social Care,
Derbyshire County Council, County Hall, Matlock DE4 3AG

If you require this Information in another language, or format such as large print, Braille or audio, please let us know.



Services for adults in Derbyshire

To support the wellbeing of local people, Derbyshire Adult Social Care provides a range of universal services that are available for all. These include:

- Information and advice
- Signposting to other services
- Welfare Rights support
- Access to a brokerage service that can help you find local services to meet your needs
- An assessment of your social care needs.

Information, advice and signposting

Starting Out - Where to find help and support

There are lots of useful services and organisations to help you remain independent and well. Our Adult Social Care Online Information Finder www.derbyshire.gov.uk/informationfinder is a one stop shop for free, impartial information and guidance about how to remain living independently at home.

By answering a few questions, anyone over 18 can get tailor-made information, advice and guidance on a range of services, activities and resources you can access yourself to make your life easier.

If you think you may need extra support to remain independent, this will also link you through to a self-assessment tool. Your answers will be reviewed by an adult social care professional to see if you have eligible care needs.

As well as our support, the information finder also promotes a range of services available through the private, community and voluntary sector including:

- Befriending services for anyone feeling isolated and lonely
- Community groups available across Derbyshire
- Derbyshire Connect and Active Travel which provide weekly transport to local shops
- Support, technology and equipment to reduce the risk of people having falls and to remain safe in their own home
- Information about equipment to make everyday tasks easier
- Support with laundry and cleaning
- Mental health and wellbeing support

Brokerage Service

If you want help to find local support services that you wish to buy with your own money or your Adult Social Care Personal Budget (see page 12 for further details about this), you can ring the Brokerage Team on **01629 537763**.

What do brokers do?

- Help you arrange services if you have a Personal Budget
- Find service providers that can meet your outcomes and choices
- Give information about service providers (for example, cost of the service, registration details and whether the provider can meet your needs)
- Give information about the different types of support available from different types of organisations
- Give information about the range of different services including day opportunities, home care, residential and nursing care homes, social activities, lunch clubs, Extra Care housing and more.

You do not need to have an Adult Social Care assessment to be able to use the Brokerage Service.



Welfare Rights Service

The Derbyshire Welfare Rights service can help you to ensure you are claiming any welfare benefits that you are entitled to and can support you to appeal about claim decisions. You can contact the Welfare Rights team on **01629 531535**.

Other services to support your independence

Trusted Trader

This scheme provides a list of council accredited companies that you can rely on to provide you with good quality, value for money services. This includes a list of Independent Financial Advisers who can provide specialist advice regarding paying for care. Further information at **www.derbyshire.gov.uk/trustedtrader**

Derbyshire Directory

A list of over 3000 local clubs, voluntary organisations and charities offering leisure activities and/or a variety of support, and other opportunities. Further information at www.derbyshire.gov.uk/derbyshiredirectory

Telecare

Alarms and technology that provide remote monitoring and support to people living in their own homes.

www.derbyshire.gov.uk/telecare

Dementia support service

This provides a range of services and support for carers and people with dementia. Further information at

www.derbyshire.gov.uk/dementia

Community Transport – Derbyshire Connect

Derbyshire Connect offers a transport service that enables people who would normally struggle to use public transport to do their shopping and access essential services. If you're interested in this service please contact your local booking office:

Tel: **01335 300670** if you live in High Peak, Derbyshire Dales or South Derbyshire.

Tel: **01773 746652** if you live in Bolsover, Chesterfield, North East Derbyshire, Amber Valley or Erewash.

For more information see the Derbyshire County Council website at www.derbyshire.gov.uk or telephone Call Derbyshire on **01629 533190**.

Deciding what help you need

If you appear to have a need for social care support, an assessment is available. This assessment will look at the outcomes you wish to achieve and will consider your eligibility for formal support. We follow a national set of eligibility criteria which are detailed on our website or can be obtained by contacting Call Derbyshire on **01629 533190**. Alternatively you can discuss eligibility with the member of staff who is dealing with your assessment.

All carers with a need for support are entitled to an assessment, regardless of the amount or type of care they provide. If you would like to have a carer assessment, please contact The Derbyshire All-Age Carers Support Service on **01773 833833** for more information or visit **www.derbyshire.gov.uk/carersassessment**.

Your assessment

Information about you

The aim of the assessment is to work with you to identify your social care needs, consider your eligibility for formal services and give you support to find the help you may need. As part of your assessment, we will need some basic information about you to check we are treating everyone equally. You will be asked about your age, ethnic background and gender. We will only use this information to help assess your needs, and to plan and improve our services.

We work closely with other departments of the council and other organisations including NHS services. Information about you may be shared with other organisations in order to decide what help you need or to arrange your care and support. You will be able to decide what information is shared and with who. We will make sure all the information we collect about you is looked after properly and under the Data Protection Act 2018 you have a right to access any of that information. For further information on how Derbyshire County Council may use your personal information visit:

www.derbyshire.gov.uk/privacynotices

We are happy for your carer or family members to be involved in the assessment process.

We recognise that some people may have difficulty being involved in and understanding their social care assessment. If we think you will have significant difficulty being involved and there is no-one else appropriate to support you, we can arrange for an independent advocate to assist. More information about independent advocacy services is available at [**www.derbyshire.gov.uk/advocacy**](http://www.derbyshire.gov.uk/advocacy)

As part of your assessment we will talk to you about:

- What you can and can't do and whether you have any family to help you
- What assistance you need and the outcomes you wish to achieve
- Any health concerns, medical problems or disabilities you may have
- Whether you need any help to be independent and how you manage activities of daily living including personal care
- Anything that is getting more difficult, risks to your independence and things that may help to prevent you needing social care services
- The things that are most important to you.

Your answers will give us a full picture of your needs and we will also look at how your needs can be met if we can't help.

We use the national care and support eligibility criteria to decide what help you need based on your assessment. You can find further information about the eligibility criteria at [**www.derbyshire.gov.uk/eligibility**](http://www.derbyshire.gov.uk/eligibility)

We will:

- Involve you and/or your carer, relative or advocate as fully as possible
- Respect your dignity and privacy
- Assess you fairly and according to your needs
- Be clear around your eligibility for formal services
- Support you with information and advice to meet your needs, whether eligible or not
- Work with you to identify the outcomes (goals and priorities) you want to achieve.

Your Care and Support plan

After your needs and eligibility have been assessed we will work with you to make a support plan. If you prefer, you can get help from a relative, friend or representative from a community group or voluntary organisation, to write your support plan. This plan must be agreed with your social care worker and will describe your needs, priorities and how these will be met.

If you have eligible needs you will receive a Personal Budget that will be used to buy the support set out in your plan.

Other help and support that you have, for example from relatives or a district nurse, or things you agree to arrange or fund, will be added to the plan to give a complete picture of your support. We will review this support plan regularly to:

- Make sure we are getting it right
- See if there have been any changes in your needs and circumstances
- Check there have been no changes to your eligibility

We will review your plan more often if you have needs that may change suddenly.



Other Adult Social Care Services

Short term home care

The service is for Derbyshire adults who are likely to benefit from short-term support from our highly trained staff with help from health care professionals as assessed. They can help people regain some or all of their independence and help them get on with their lives.

How the service works

You will be assessed and referred to the short term service which is usually provided in your own home. The care workers will support you alongside health care professionals where appropriate to achieve your maximum level of independence.

If you need a higher level of care or support there are some Community Support Beds based in care facilities where we work with you to regain your independence and confidence prior to returning home.

The service is not subject to co-funding arrangements and is therefore 'free at the point of entry'.

What happens when the short term home care finishes?

When you have reached your maximum level of independence, we will look again at your care needs and discuss them with you.

If at the end of your service ongoing care and support needs are identified, longer term services will be arranged and these will be subject to the relevant co-funding arrangements.

On-going support

Derbyshire Adult Social Care directly provides many other specialist services for people with eligible needs. These include residential care homes offering respite or long term care, home care services, day opportunities and others.

Mental Health Services

Adult Social Care provides a range of mental health services in collaboration with Derbyshire Health Care Foundation Trust. Further information can be found on our website www.derbyshire.gov.uk/mentalhealth about different mental health support groups and services, including the Mental Health Enablement Service. Specialist mental health services can also be accessed via your GP.

How Services are provided

Personal Budgets

As part of your assessment we will help you identify your needs and priorities and, if you are eligible, we will agree with you a support plan and personal budget.

Your personal budget can either be paid directly to you to enable you to manage your support (a Direct Payment) or held by the council who will manage the support on your behalf (Virtually Managed budget) or you can have a combination of the two.

Direct Payments

You can receive some or all of your Personal Budget as a Direct Payment. A Direct Payment is an agreed amount of money from Adult Social Care that you can use to meet your eligible needs. You may wish to employ a personal assistant, or buy services from an independent care agency. It is not possible to use Direct Payments to pay for Adult Social Care in-house services. More details about Direct Payments and support available to manage these can be found at www.derbyshire.gov.uk/directpayments

Co-funding of services

'Co-funding' is the term that Derbyshire County Council uses to describe the financial contribution you make towards the cost of any non-residential services you receive.

Most people will be required to make a financial contribution. You will be asked to contribute if you are receiving either Attendance Allowance or the care component of Disability Living Allowance / Personal Independence Payment and your weekly income is high enough to be considered eligible. Before you are asked to contribute towards the services you receive, you will be offered a welfare benefit check to make sure that you are getting all the money to which you are entitled. If you have £50,000 or more of capital assets (not including the capital in your main home) you will not be eligible for Adult Social Care funded support.

In some situations, you may not be asked to make a contribution.

The document 'Co-funding arrangements for Non-residential Services' is available at www.derbyshire.gov.uk/cofunding. This provides more detailed information on co-funding and how contributions are calculated.

How much you need to pay for residential services, such as care homes, is calculated using a different process. Your worker will explain more about this or you can visit www.derbyshire.gov.uk/payingforresidentialcare

Keeping Adults Safe

Derbyshire County Council takes it's safeguarding responsibilities very seriously and is committed to dealing with all aspects of abuse. If you are concerned that any vulnerable adult is experiencing neglect or abuse please do not ignore it.

- In an emergency always telephone **999**
- **In a non emergency call 101**
- Contact Call Derbyshire on **01629 533190** for advice and support.

Information about different types of abuse and support available can be found on our website www.saferderbyshire.gov.uk

The leaflet 'Keeping Adults Safe' also provides further information about protecting vulnerable adults and is available on our website or by contacting Call Derbyshire.



Information for Carers

Carers assessment

A carer is someone who provides unpaid support to another person, usually a relative or friend, in their day-to-day life. You may be providing practical, emotional, or supervisory support to someone who is ill or frail, has a physical or learning disability, poor mental health, or substance/alcohol dependency.

We have a number of ways to support carers - these are detailed on the council's Carers in Derbyshire website www.derbyshire.org.uk/carers as well as in the leaflet 'Guide to Carers Support' which can be sent to you by Call Derbyshire. Carer support includes:

- **Derbyshire Carers Association (DCA)** provide the Derbyshire Carer Support Service. They run support groups, activities and training sessions across the county and have local coordinators who can provide one to one support and advice. Visit www.derbyshirecarers.co.uk or tel: **01773 833833**
- **Carers assessments and Carer Personal Budgets** – Derbyshire Carers Association carry out carers assessments on our behalf. If eligible, you may be awarded a carer personal budget to help meet your needs – i.e pay for a break from caring or buy something to make your caring role easier
- **The Carers Emergency Card** which gives you peace of mind if you are suddenly not able to care, knowing that the emergency services will be able to alert someone via details on the card. You can apply online at www.derbyshire.gov.uk/carerscard



Comments, compliments and complaints

We want to hear your suggestions, positive feedback and complaints.

Despite our best efforts, we know that sometimes things go wrong. When they do, we want to know so that we can put them right. You can complain if you receive or feel you need to receive, a service from us.

Our 'Putting People First' leaflet includes a freepost address and other options to make it easy for you to get in touch with us. For a copy of this leaflet or to discuss any concerns you may have, contact Call Derbyshire on **01629 533190** or go to the Derbyshire County Council website. You can also contact us by email **yourviews@derbyshire.gov.uk**

Further Information

Derbyshire County Council Adult Social Care department produces a range of information about its services and those provided by other organisations in the community. We provide leaflets on a range of topics that can be downloaded or ordered from our website at www.derbyshire.gov.uk/careinfo, obtained from staff, a local office or via your local library.

Leaflets available include:

- Keeping Adults Safe – what to look for and what to do
- Guide to Carers Support – support, advice and information for carers
- First Contact Signposting Scheme – signposting to services and support
- Guide to Dementia Services – information, support services and care options
- Care Services Directory – residential homes and home care services in Derbyshire
- Putting People First – comments, compliments and complaints

Leaflets are available in standard, large print and Easy Read versions and upon request in other formats such as Braille or an alternate language.

The Adult Social Care Information Promise – a **FACT** you can rely on. **We promise to provide you with:**



Free information
Accurate information
Clear information
Trustworthy information.

If you think we have broken our **FACT** promise, please let us know so we can make improvements.
