



GP CARERS SHORT BREAKS PROJECT

Guidance Notes for GP Practices and Health Practitioners



The next few pages will tell you:

1. What it is (page 2)
2. Who can be referred (page 3)
3. How to refer them (page 3)

CARERS BREAKS PROJECT BRIEF GUIDANCE FOR CLINICIANS

Who is a Carer? Carers look after family, partners or friends in need of help because they are ill, frail or have a disability. The care they provide is unpaid", - Carers (UK) definition

- Spends a significant proportion of their time providing unpaid support to the person they care for
- May be new to caring or have been caring for many years
- May or may not live with the person they care for
- The care may be personal care or supervision or emotional support
- A carer maybe a patient of yours or may accompany one of your patients
- May provide care to more than one person.
- A young carer is anyone under the age of 18 whose life is in some way restricted because of the need to take responsibility for the care of a person who is ill or has a disability or is experiencing mental ill health or effected by substance misuse. A Direct Payment cannot be paid to a young carers under the age of 16. In a case such as this the young carers project will work with Surrey Independent Living Council (SILC) to make alternative arrangements.
- If a carer is registered to a different practice to that of the cared for person the GP can verify any details with that practice.
- One break per household however the GP should consider if there are multiple carers living in one household. THINK FAMILY!

Project Aim:

To provide flexible break/respice to eligible carers registered with GP Practices (QOF management point 9) who are providing care.

Objectives

- To support unpaid carers in improving their own health and wellbeing by providing them flexible break/respice.
- To provide unpaid carers flexible respice/break to support them in their caring role.
- To provide clinicians with the eligibility criteria, process and relevant forms against which respice/breaks referrals can be made
- To provide a structured evaluation of take up and effectiveness of carers flexible breaks / respice project to all participating practices, health teams and wider stakeholders

Process

- To provide an equitable service across Surrey practices, each will be allocated funding based on practice population.
- Funding will be held by Surrey Independent Living Council (SILC) and will be allocated on the practice list size.
- Practices will be required to sign up to the project on the appropriate form which is available on the following website www.gpcarersinfo.co.uk
- Any carer registered with a GP Practice within the Surrey NHS area meeting the set criteria is eligible for referral within this project. **Use read code 918A (QOF Management Point 9) to enter the information on carers medical records**, if the carer is not already registered with the practice

- The set criteria should be applied to make referrals
- All GPs within the NHS Surrey area are eligible to refer carers
- Registered Nurses, and other Health Clinicians working in or with the practice may refer eligible carers within their practice.
- If the carer lives outside of Surrey but cares for someone within Surrey please refer them to their local PCT.
- One allocation per carer of up to a maximum of £500 per financial year
- The budget for carer's short breaks is limited and allocations will be monitored on a quarterly basis. The PCT retains the right to redistribute funding as necessary.
- SILC will report quarterly spends via the GP Carers website
- Complaints should be managed by the practice. Complaints regarding SILC should be referred to the SILC complaints procedure.

Carers Awareness Training

This popular multi agency training course, delivered to over 2,700 staff across Surrey in the last 12 years, continues to provide a thought provoking insight into the difficulties carers face in looking after a family members or friend. For further details about up and coming dates of this and other free training go to <http://www.carersnet.org.uk/training/training.htm>

SUMMARY REFERRAL CRITERIA

Carers are eligible for referral if they meet the following criteria,

1. Undertakes regular and substantial care (note where the carer is under 18 a low amount of caring may be seen as substantial). A young carer is anyone under the age of 18 whose life is in some way restricted because of the need to take responsibility for the care of a person who is ill has a disability is experiencing mental ill health or effected by substance misuse.
2. Is a patient living within the administrative county of Surrey and is registered with a practice within Surrey.
3. A GP or other authorised health professional within the Practice considers that the carer needs a break for health related reasons.

PROCESS FOR REFERRAL FOR SHORT BREAKS or local Carers Support

Practitioner sign up

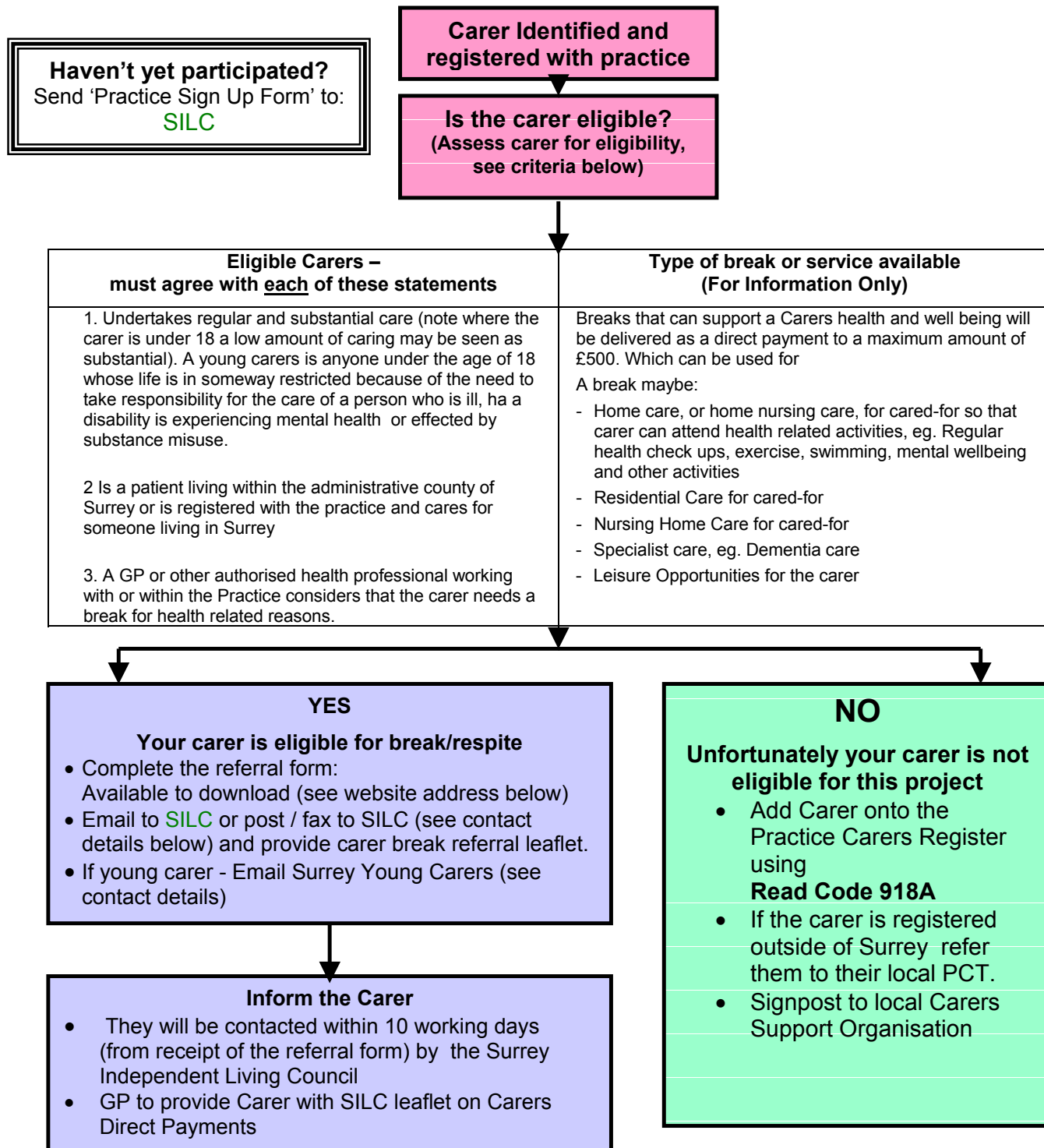
1. All registered GPs in Surrey are eligible to use the scheme to support unpaid carers within their practice.
2. The lead GP may authorise additional practitioners (such as other health clinicians) within or with their practice team to use the scheme by completing the 'Practice Sign up form'

Referral Process

1. Complete the referral form online.
2. If referring to a young carer contact Young Carers 01483 568 269 or Email: syc@actionforcarers.org.uk
3. Explain to the patient that they will be contacted within 10 working days
4. SILC will report back to surgery following completion of the referral.

Carers Breaks Project 2010-11

(Patients must be registered with a GP Practice within the Surrey PCT area)



Detailed guidance notes & forms available to download:

For more information, please contact: Surrey Independent Living Council (SILC), Astolat, Coniers Way, Burpham, Guildford GU4 7HL, Telephone: 01483 458 111, Fax: 01483 459 976, Minicom: 01483 459 977, SILC can now be contacted via text on 0790 481 2935, Email: admin@surreyilc.org.uk for Surrey Young Carers 01483 568 269 Email: svc@actionforcarers.org.uk or call 01483 568269