Leeds Care Record Candidate Data Items

Current LR means there is a current allocation, no date of death and an NHS no. If all these conditions are true: See data items below:

| Item no | Data Item | Rationale for Sharing and Definition of Terms |
| --- | --- | --- |
| 1 | Display the relationship type of carer if it exists | To be aware of the fact there is a current carer |
| 2 | Carer’s Name | To know name of carer;  Carer defined by the Care Act 2014 as   * + an adult who provides or intends to provide care for another adult (“adult needing care”) and not;   + be under or by virtue of a contract, or   + as voluntary work |
| 3 | Carer’s Address | To know carer address |
| 4 | Carer’s Tel. no | To enable contact with the carer |
| 5 | Customer’s Preferred Communication Method ( if not speech) | To enable appropriate communication with service user |
| 6 | Worker allocation start date | To know length of current workers’ involvement |
| 7 | Current Allocations Role ( there are 7 types of role – see bullets) | To understand the type of involvement from Adult Social Care staff;   * Lead Assessor   + Describes a primary role on a case where the worker is not involved in a specialist capacity. This role is used to denote the LEAD worker whether or not an **assessment** is in progress * Occupational Therapy   + Describes the involvement of staff in the Disability Services Team * Referral Screener   + Describes a worker role where screening (triage) of a referral is ongoing. Once the triage is complete and a referral decision has been made, the worker allocation should be changed to another role * Reviewing Officer   + Describes a worker role where a scheduled review of a support plan (care plan) is undertaken. This role will often indicate the involvement of staff from the Adult Reviewing Team * Rehabilitation Officer (VI)   + Denotes involvement from a Rehabilitation Officer for the visually impaired * Safeguarding Coordinator   + Denotes the involvement of a Team Manager where the primary focus of their involvement is to coordinate safeguarding activities * Secondary Worker   + Denotes a supporting role where another staff member is performing a primary role on a case and where the supporting role is not a specialist role as above. |
| 8 | Allocation Forename | To know workers name  (N.B Where Forename = Passive or Pending. Surname= team Name e.g.: ‘’Pending Beeston NT’’ )   * ‘Passive’ customers are ‘held’ by a virtual worker name to enable Adult Social Care to keep a caseload of customers by team that have had their care and support plans reviewed and are deemed to be ‘stable’ with no fluctuating need. These cases are held in a ‘passive’ state and are reviewed on an annual basis * ‘Pending’ customers are ‘held’ by a virtual worker name to enable Adult Social Care to keep a caseload of customers by team that require assessment or review but cannot be allocated to a named worker |
| 9 | Allocation Surname | To know workers name  (N.B Where Forename Passive or Pending Surname = Team Name e.g. Armley NCMT) |
| 10 | Worker’s Team Name | To know which Team worker belongs to – to enable contact |
| 11 | Referral Date | To know when a referral was made/ that a referral was made. Only those made in the last 6 months |
| 12 | Referral Contact Source E.G. Primary and Community Health | To know the grouping of where the referral came from e.g. Primary and Community Health |
| 13 | Referral Contact Sub Source E.G LCH- Community Matron | To know the specific source of the referral e.g. GP |
| 14 | Referral Outcome (There are 12 types - see bullets) | To know what happened to the referral – but not the actual decision   |  | | --- | | * Refer To IRT   + Denotes a referral that has been routed to one of 3 Initial Response Teams (IRT), Mental Health Unit response team, Emergency Duty Team or Direct Access team. These referrals are concerned with short term pieces of work, triage, assessment and provision of services. These teams provide short term support to stabilise the customer then transfer to Neighbourhood teams should long term ‘care management’ support be required | | * Refer to LD Duty   + Denotes a referral that has been routed to one of 5 specialist Learning Disability teams for triage assessments | | * Refer to Neighbourhood Team Duty   + Denotes a referral that has been routed to one of 13 Neighbourhood Teams. These referrals are usually concerned with long term packages of support where the customer’s needs have changed and triage is required before a decision can be made * Refer to Westgate   + Denotes a referral that has been routed to the Customer Service team, Westgate Contact Centre for initial triage work * Refer to Adult Care   + Denotes a referral that has been routed to ANY of the teams currently working in Adult Social Care, except Disability Services Teams. | | * Refer to Mental Health Unit   + Denotes a referral that has been routed to the Mental Health Unity duty or Emergency Duty team. These referrals are concerned with Mental Health Assessments or Requirements | | * Refer to LD   + Denotes a referral that has been routed to one of the 5 specialist Learning Disability Teams | | * Refer to Reablement   + Denotes a referral that has been routed to one of 3 reablement teams. These referrals are usually Adult Social Care internal referrals routed to involve the Skills For Independent Living team (SkILs Team) for short term ‘rehabilitation’ support | | * Refer to DST   + Denotes a referral that has been routed to Disability Services Teams. These referrals are usually to commission input from DST to provide specialist functional assessments | | * Refer for Safeguarding   + Denotes a referral that has been routed to ANY of the teams currently working in Adult Social Care, except Disability Services Teams. These referrals will have been triaged and will be specifically about Safeguarding Concerns | | * Non care Plan Provision   + Denotes a referral that has been routed to ANY of teams currently working in Adult Social Care, except Disability Services Teams. These referrals are regarding equipment and adaptations that can be provided, usually at first point of contact | | * Refer to District Nurse   + These referrals are purely to enable Adult Social Care teams to record Health Professional involvement | | * Refer to GP   + These referrals are purely to enable Adult Social Care teams to record Health Professional involvement | | * Refer to ICT   + These referrals are purely to enable Adult Social Care teams to record Health Professional involvement | | * Refer to Stroke Team   + These referrals are purely to enable Adult Social Care teams to record Health Professional involvement | | * Refer to CIC Bed   + These referrals are purely to enable Adult Social Care teams to record Health Professional involvement | | * Refer to PCAL   + These referrals are purely to enable Adult Social Care teams to record Health Professional involvement | |
| 15 | Support Plan Provision of Service  (There are over 50 types. See separate list in Appendix One) | That there is an active Care package in the Support Plan and the type of services will be displayed. (There are over 50 types. See separate definitions in Appendix One) |
| 16 | Provider Details | To know the providers of the above services types |
| 17 | Reablement Plan Start Date | To know reablement service is currently being provided by Skills for Independent Living teams (SkILs) is current |
| 18 | Reablement Discharge Date **If discharge date is < 6 months ago** | To know reablement service has been provided by Skills for Independent Living teams (SkILs) and has concluded within the last 6 months |
| 19 | Occupational Therapy Assessment End Date | To know that a Community Occupational Therapist/Assistant or Rehabilitation Officer (VI) has assessed the patient/service user |
| 20 | OT Summary Report Outcome  (There are 12 types - see bullets) | To know the outcome of the latest OT/RO assessment.  See list of outcomes:   * Equipment Non-Standard   + Equipment that exceeds a certain cost had funding has to be approved * Equipment Standard   + Equipment that can be ordered from stores and needs no funding approval * Major Adaptations   + Major home adaptations such as tracking hoists, Wet Floor Showers * Minor Adaptations   + Rails, Lever Taps, usually adaptations below £1000 * Moving and Handling   + Personal moving and handling training provided * No further Action * Ongoing support/case management   + Customer requires ongoing input from Adult Social Care * Re-housing   + Where Disability Service teams are supporting an application for rehousing due to medical reasons * Reviewable Equipment   + Equipment provided where the equipment is required to be have Equipment Maintenance Reviews to ensure it is in good working order * Telecare   + Provision of Assistive technology provided by Telecare * Visually impaired equipment   + Provision of Visually impaired equipment such as talking books * Visually impaired services   + Provision of specialist services such as travel training |
| 21 | Disability Registers Visually impaired Blind or Partially sighted | To be aware the customer has been issued with a certificate of visual impairment by a hospital consultant and as such is recorded on a register |