

<b>Present:</b>		
Anne Richardson (Chair)	B&HCC Commissioning Team	
Mark Hendriks	B&HCC Commissioning Team	
Dave Stieber	Livability	
Pauline Fretwell	Livability	
Joanna Day	CMG	
Beth Hemsley	Outlook Foundation	
Jean Marshall	Outlook Foundation	
Chris Bland	Grace Eyre	
Craig Jones	Brighton and Sussex Care	
Craig Pyke	Frances Taylor Foundation	
Zara Moussavi	Lyndhurst Z&M	
Louise Harman	St Johns	
Liz Coles	St Johns	
Andy Barnes	Lifeways	
Naomi Cox	LD Provider Services In House B&HCC	
Russell Weeks	Choice Care Group	
Pam Evans	Mencap	
Lesley Wren	Mencap	
Tony Hefferman	Mencap	
Michael Stone	Scope	
Graham Elliot	Downing Care	
Ian Pounce	Bevern View	
Sarah McBrien	Arundel Care Services	
John Rawlings	The Meadows	
Peter Mallinson	Loxwood House	
Judith Cooper	B&HCC Contracts	
Sara Fulford	B&HCC Care Standards Officer	
Steve Alexander	Caburn Support	
Janice Ford	Oak House	
La-Verne Barden	Oak House	
Sarah Crowe	Minutes	
<b>Apologies:</b>		
Loz Blume	Priory Rookery Hove	
Diana Bernhardt	Lead Commissioner for Learning Disabilities	
Kay Holden	Southdown Housing Association	
Peter Warren	Consensus	
Jenny Knight	SP Commissioning B&HCC	
Items	Action	By
<b>1. Introductions and Apologies</b>		
<b>2. Minutes and Matters Arising – Anne Richardson</b>		
Minutes agreed	<b>AR to check with DB</b>	
Anne to check with Diana re Actions.		
Post Meeting the benefits material is being looked into and sourced	<b>Add to agenda</b>	

<p>from the DWP to see if there is standard information for people with LD. AR advised that although there was going to be an update on the RAS there has been little change since the last meeting so will be updated at a future meeting.</p>	<p><b>outcome measures in contracts and expectations</b></p>	
<p><b>3. DNACPR – Sara Fulford</b> SF spoke about Do Not Attempt Cardio Pulmonary Respiration briefing sessions that are to be carried out. This arose from some safeguarding issues and confusion about procedures and what to do. SF was therefore tasked with getting guidelines for all of ASC. Briefing sessions to be held on the 6<sup>th</sup>/7<sup>th</sup> December and 24<sup>th</sup> January 2012 for about 2 hours. Please contact Sara Fulford or Abigail Smith 01273 296185. After the briefings the guidelines will be issued with the NHS South Coast Principles. Providers gave some positive and negative examples of DNACPR. Sarah also spoke about the Abuse Campaign, which is being carried out following on from the CQC inspection about raising awareness. A variety of posters are available to be put up in care homes and other settings.</p>	<p><b>SF to follow up sending information out to LD Provider group</b></p>	
<p><b>4. Update from Bi Annual Care Home Forum – Anne Richardson and Zara Moussavi</b> ZM spoke about the updates from the care home meeting. The NHS was represented and explained how they are reconfiguring a number of community teams that support patients with a range of needs and how this would assist care homes. Karen Stevens from Skills for Care attended and spoke about encouraging younger people to come into the sector. They will also help with training and apprenticeships. Representatives from the Care Home In Reach team attended and talked about the new initiative to support care homes that support people with dementia, which includes people with learning disabilities. Jennifer Dickins from CQC spoke about the changes at CQC and that all homes will be inspected by the end of next year. Judith said that there will be more inspections of homes and these will be more outcome focused and risk based. The website has been improved and ratings will be compliant or non compliant. However will still use Red, Amber, Green quality risk assessment. NC asked about the rating and what would happen if there was a FOI request put in? Also CB asked about safeguarding as there wasn't any discussion about that at the meeting. <b>Why providers do not have access to the QRP and what if they were to do a FOI request?</b> The information held in the QRP is not the same as that displayed on the profile page on the CQC website. Both present information about registered providers and both use the 16 essential standards as their basic framework. However, while the profile page on the website presents CQC's latest judgment on whether a location is meeting the essential standards, the QRP is one of a number of tools which compliance inspectors use to help them to make that judgment. QRPs are not a judgment in themselves; they are a prompt, guide</p>	<p><b>AR to send information to providers on the session. AR to provide details of who to contact</b></p> <p><b>AR to follow up with Jennifer Dickins about these issues. – In the minutes</b></p>	

<p>and aid to help compliance inspectors to assess where there may be a risk of non-compliance. They highlight where risks and issues may lie by pulling together information from a variety of sources. CQC currently share updated QRPs with NHS trusts on a regular basis. CQC are working to further develop QRPs for other provider groups and the aim is to share QRPs with all registered providers in the same way as the NHS once this development work is complete.</p> <p>Providers could make a FOI request and CQC would respond to such a request on a case by case basis. However, there is currently very little information on the Adult Social Care providers QRPs and this is really why we are not making them publically available as the last point above indicates.</p> <p><b>What is CQC's role in safeguarding going forward?</b></p> <p>CQCs role in safeguarding remains the same as it has over the past couple of years. If we see or are given information or safeguarding concern then we make a safeguarding alert to the local authority to investigate. When the local authority carrying out safeguarding investigations they seek information from CQC and we supply relevant information that we hold on the respective registered service. The role of CQC is to investigate any issues of non compliance with the essential standards and regulations that arise from a safeguarding investigation. CQC are not the lead agency in safeguarding investigations the local authorities in each area are. A protocol regarding how CQC and the local authorities work together on safeguarding matters is in place.</p>		
<p><b>5. Update on Community Support – Mark Hendriks</b></p> <p>MH discussed the report which had been circulated about commissioning of community support. Contracts will be monitored by an annual meeting with commissioning and contracts and and via monthly reports to CLDT. The revised specification will also include the need for providers to provide monthly reports to CLDT on each service user. Rates will be capped between £14.00 and £16.50 on an hourly rate. Any comments welcome by the 30<sup>th</sup> December and will be considered. Some providers asked about having standard template/guidelines that they could use for the additional information for CLDT.</p>	<p><b>All those who provide CST or would like to pass on comments to Mark by the 30<sup>th</sup> December.</b></p>	
<p><b>6. Provider Item – Referral Process</b></p> <p>CB thought that it would be good to have some clarification about how referrals are made and if they stop the reason why. MH advised that that if providers have any concerns about referrals he is happy to be contacted and in the past MH have reviewed services and gone back to CLDT with an update on how they are improving or changing things. MH confirmed that any vacancies should be passed to CLDT using the vacancy form. Agreed to invite a member of CLDT to a future meeting.</p> <p>Some providers talked about ways to market their service and suggested an event and providers could have stalls.</p>	<p><b>Agreed to invite Gerrard Martin to a meeting</b></p>	
<p><b>7. Update from Contracts – Judith Cooper</b></p> <p>JC advised that a Service Provider Profile is being set up in order to</p>		

<p>help fill the gaps which have been made by changes at CQC. This profile will include contractual information, approved provider status, feedback from professionals, safeguarding information, health and safety. Currently it is a work in progress and hopes to stop incidents occurring. It is being integrated into the care governance approach. Providers can inform the profile by emailing contracts. The Desk Top Reviews are being replaced by the service provider profile and then an audit will take place. To send information to contracts please email <a href="mailto:socialcare.contractsunit@brighton-hove.gov.uk">socialcare.contractsunit@brighton-hove.gov.uk</a></p> <p>JC also gave an update about the Older Peoples pre placement contract which is due to expire. This is being reviewed and the terms and conditions will be based on care home contracts for working age services.</p> <p>Fees are also being looked at as older people's care homes are subject to set rates and providers were concerned that older people's care homes have been set up completely differently and have been subsidised by private funds and should not be treated in the same way.</p> <p>Regarding rolling contracts these are to be looked at as legal have some concerns with rolling contracts as some things may have changed during the 3 years. This is concerning care home contracts 2007/2008. Work on this likely to be issued shortly and some similarities with CQC.</p>		
<p><b>8. AOB</b></p> <p>AR reminded everyone about the Special Provider Forum about keeping people safe on the 13<sup>th</sup> December at HTH.</p> <p>Also that providers will hear from B&amp;HCC about the forthcoming review of day activities and will be speaking to providers, carers and people with learning disabilities. The review will cover services to all client groups and will look at how services can be provided to ensure that they are available to more people but also represent value for money.</p>		
<p><b>9. Providers Only – Chris Bland</b></p> <p>The provider issues covered at the forum are as follows.</p> <ul style="list-style-type: none"> <li>• Discussed setting up a provider fair in May 2012. The discussion highlighted that it would need to be supported by Brighton and Hove but could be arranged and part funded by all providers exhibiting. ( A fee of £50 per stall holder was discussed) There would need to be marketing and use of the Web Site to cover all the relevant customers, social workers etc. The event would also need to be promoted through Transition. Organisations that agreed to be part of a working group were Livability, CMG, St Johns, Mencap, Ashlong, Frances Taylor, Grace Eyre, Scope,.</li> <li>• Naomi gave an update on the in house CST preventative service</li> <li>• Notification to the ISA to be captured in the special safeguarding provider conference on the 13<sup>th</sup> Dec</li> <li>• Naomi is looking for another provider rep for the PCA sub group that meets Bi Monthly.</li> </ul>		

<p><b><u>Dates for 2012 All at Hove Town Hall, Room 1 from 9.30 - 12.00 12-12.30 LD Providers Only</u></b></p> <ul style="list-style-type: none"><li>• <b>18<sup>th</sup> January 2012</b></li><li>• <b>14<sup>th</sup> March</b></li><li>• <b>23<sup>rd</sup> May</b></li><li>• <b>18<sup>th</sup> July</b></li><li>• <b>26<sup>th</sup> September</b></li><li>• <b>21<sup>st</sup> November</b></li></ul>		
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