

Health and Social Care Integration for Moray

Consultation on Draft Integration Scheme

Introduction

From April 2015 NHS Grampian and The Moray Council will establish an integrated service for adult health and social care.

The Partnership will be a single organisation which will strengthen and develop services that were previously run separately. By becoming a fully integrated organisation, the Partnership will seek to enhance and promote the health and wellbeing of the people of Moray.

As part of the integration process the Scottish Government requires the partnership to produce and consult on an Integration Scheme which lays out the aims, outcomes, policies and procedures of the partnership.

Once approved by Scottish Ministers, the contents of this Integration Scheme will be binding and cannot be changed.

A summary of each section of the Scheme is detailed below.

The full Draft Integration Scheme can be viewed on the Moray Integration Partnership Section of the Moray Council Internet site or by clicking [here](#).

Aims and Outcomes of the Integration Scheme

The main purpose of integration is to improve the wellbeing of people who use health and social care services, particularly those whose needs are complex and involve support from health and social care at the same time. The Integration Scheme is intended to achieve the National Health and Wellbeing Outcomes prescribed by the Scottish Ministers namely:

1. People are able to look after and improve their own health and wellbeing and live in good health for longer.
2. People, including those with disabilities or long term conditions or who are frail are able to live, as far as reasonably practicable, independently and at home or in a homely setting in their community.

3. People who use health and social care services have positive experiences of those services, and have their dignity respected.
4. Health and social care services are centred on helping to maintain or improve the quality of life of people who use those services.
5. Health and social care services contribute to reducing health inequalities.
6. People who provide unpaid care are supported to look after their own health and wellbeing, including to reduce any negative impact of their caring role on their own health and wellbeing.
7. People using health and social care services are safe from harm.
8. People who work in health and social care services feel engaged with the work they do and are supported to continuously improve the information, support, care and treatment they provide.
9. Resources are used effectively and efficiently in the provision of health and social care services.

The Partnership has created its own vision statement:

- *The people of Moray will lead independent, healthy and fulfilling lives in active and inclusive communities, where everyone is valued, respected and supported to achieve their own goals.*

The Partnership also defined its principles, purpose, and values which are aligned with the national outcomes.

Our Purpose

Through health, social care and third sector professionals working together with patients, unpaid carers, service users and their families, we will promote choice, independence, quality and consistency of services by providing a seamless, joined up, high quality health and social care service. When it is safe to do so, we will always do our utmost to support people to live independently in their own homes and communities for as long as possible. We will strive to ensure resources are used effectively and efficiently to deliver

services that meet the needs of the increasing number of people with longer term and often complex care needs; many of whom are older.

Our Principles

- **A single point of contact.** We will make it easier for people to access information and support by having a single point of contact for accessing all health and social care services.
- **Continuity of Care.** We will appoint a single lead professional across health and social care to facilitate improved communication with people in need of support and when possible we will aim to provide continuity of care.
- **Health and social care professionals share information.** We will work to ensure that people will have to tell their story only once and that their information is shared with all relevant professionals.
- **Signposting.** Information and advice should be provided in a format that is right for the person and is readily available in their community.
- **Personalisation.** Our vision means that we don't provide the same service for everyone but the right service for each person. We will always aim to provide choice and control.
- **Community Outcomes.** We will aim to support local communities to determine their own health & well-being priorities and we will work in partnership towards the realisation of these agreed outcomes.
- **The conversation is at the heart of what we do and is the key to meaningful action.** Identifying positive outcomes that matter to people is based on a conversation with the service user, patient, unpaid carer and sometimes the whole community. This level of engagement is the essential first step in delivering an outcomes based service.
- **Best Value.** We will always endeavour to make the best use of public money by ensuring that our services are efficient, effective and sustainable.

Our values

- We will always work to support people to achieve their own outcomes and goals that improve their quality of life.
- We will always listen and treat people with respect.
- We will always value the support and contribution provided by unpaid carers
- We will respect our workforce and give them the support and trust they need to help them achieve positive outcomes for the people of Moray.

Integration Scheme

The Moray Council and NHS Grampian agreed to set up a joint board to manage Health and Social Care Integration. The Integration Joint Board (IJB) will be made up of three elected members from Moray Council and three members of the NHS Grampian Board.

The Partnership will also create a Strategic Plan which will set out how services will be delivered. This document will be consulted on separately, with the aim of being approved by the Integrated Joint Board in October 2015.

Local Governance Arrangements

This section sets out the requirements for NHS Grampian and The Moray Council in relation to the remit and constitution of the IJB.

The remit of the IJB is to prepare and implement the Strategic Plan relating to the provision of health and social care services to adults in Moray. It will be a legally separate body and have autonomy to manage itself. There is no role for the Council or NHS Grampian to independently sanction or veto decisions taken by the joint board. The IJB will report annually to the partner organisations. The IJB will also be a statutory partner in the Community Planning Partnership in its own right.

NHS Grampian and Moray Council will need to maintain governance structures for all functions or services which are not part of the Partnership. There will be some restructuring of the Council and NHS services to take account of the new Partnership. The present Community Health Partnerships will be abolished from 1st April 2015.

The Scheme also requires committees of both NHS and Council to positively support the IJB and its committees to allow the Partnership to achieve its Outcomes, Vision, Principles and Values.

Board Arrangements

The IJB will be made up of three councillors from Moray Council and three members of NHS Grampian Health Board. They will be the voting members of the Board and will be appointed for a three year term. If during that time a voting member ceases to be a councillor or health board member they will no longer be able to sit on the Board. A voting member will also cease to be a member if they fail to attend three consecutive meetings without a valid reason. (Illness being the most obvious).

The IJB will also be made up of non-voting members which will include people like the Chief Social Work Officer, Health care advisors and others, including people from the voluntary sector. If you want to know more about this please read the full Integration Scheme document.

The first Chair and Vice Chair will be nominated by the partner organisations. If the Chair is from NHS Grampian the Vice Chair must be from Moray Council and vice-versa. The Chair will be in post for 1 year and will then be replaced by the vice-chair.

Delegation of Functions

The Integration scheme sets out the functions and services that will be delegated to the IJB by both NHS Grampian and Aberdeenshire Council. It is important to note that existing contracts will not be affected and the IJB will have to take in to account the requirements of both partners to continue to meet their respective statutory obligations. The parties retain formal decision making roles in the areas that are not delegated to the Partnership.

This means the Integrated Joint Board will be responsible for the following services;

Council Services to be integrated

Social work services for adults and older people

Services and support for adults with physical disabilities and learning disabilities

Mental health services

Drug and alcohol services
Adult protection and domestic abuse
Carers support services
Community care assessment teams
Support services
Care home services
Adult placement services
Health improvement services
Aspects of housing support, including aids and adaptations
Day services
Local area co-ordination
Respite provision
Occupational therapy services
Re-ablement services, equipment and telecare

Health Services to be integrated

District Nursing
Mental health Services provided in a hospital
Community Mental Health services
Community Learning Disability Services
Addiction Services
Services delivered by Allied Health Professionals
GP Out-of-Hours services
Public Health Dental Services
Continence Services
Home Dialysis
Health Promotion
General Medical Services
Pharmaceutical Services – GP prescribing
Accident and Emergency services provided in a hospital
Geriatric Medicine
Palliative Care Medicine
General Medicine
Rehabilitation Medicine
Respiratory Medicine
Ophthalmic Services

Local Operational Delivery Arrangements

The IJB is responsible for the planning of integrated services and this will be achieved through the Strategic Plan. The IJB will monitor the delivery of integrated services on an ongoing basis and the Chief Officer who is responsible for the day to day management of the integrated services will report to the IJB.

The Chief Social Work Officer and Director of Nursing will continue to have a key role in the planning and delivery of integrated services and this will be done in partnership with the IJB.

The IJB will present an annual report to NHS Grampian Health Board and a meeting of Moray Council detailing the performance of the services against the Strategic Plan.

Strategic Plan

The Strategic Plan will be developed during 2015 and will be consulted on separately. It is the intention that this plan will be approved by October 2015. The plan will be written for the people of Moray and will be used to develop local outcomes which will reflect the national outcomes. It will be a three year plan and will be reviewed within the three years.

The plan will be developed to explain how health and social care services will be delivered in Moray. However, some services are provided on a Grampian wide basis so we will work along with Aberdeenshire and Aberdeen City Integration Partnerships and NHS Grampian so that these types of services work well in all the areas.

Clinical and Professional Governance

Working in multi-disciplinary teams could mean some people reporting to a manager from a different profession. For all professional groups, an appropriate structure will be put in place to support both managers and practitioners.

Advice will be provided to the IJB and its committees by an Integrated Professionals Group, comprising senior professionals from Moray Council, NHS Grampian and the Third Sector.

The Council and NHS Grampian will continue to monitor and report on governance matters through existing mechanisms and comply with legislative and policy requirements.

Chief Officer

The Chief Officer is appointed by the IJB in agreement with the Chief Executives of both NHS Grampian and The Moray Council who will act as line managers for the Chief Officer. The role of the Chief Officer is to have responsibility for delivering all the services which are within the remit of the Integrated Joint Board.

The Chief Officer will be a member of Senior Management teams of NHS Grampian Health Board and The Moray Council.

Workforce

All staff will remain employed by their existing organisations. The Moray Council and NHS Grampian are however working towards a single process for future appointments, regardless of who they will be employed by.

There will be a fully integrated management system where all teams will have individuals reporting through a person who may be employed by another organisation. As integrated teams are developed, there will be an integrated workforce plan. This plan will relate to the development and support which will be provided to the workforce. The process of developing integrated teams will start during the first year of the Partnership building on the work of the work-streams which were set up by the shadow IJB last year.

Finance

In the first financial year both NHS Grampian and The Moray Council will follow their existing budget setting process which will set a recurring budget for the IJB for the functions which will be delegated to it after April 2015. This will be a single budget provided by NHS Grampian and The Moray Council. The new partnership will decide how to spend the budget but it will still sit with the parties and will be ring-fenced. The IJB will report back at the end of the financial year to the council and NHS Grampian Health Board on expenditure through the annual report. The Partnership will not own any assets. The ARI,

Doctor Gray's Hospital, Community Hospitals, etc. will remain the property of NHS Grampian.

Consultation

A range of people are being consulted on the Draft Integration Scheme including:

Health professionals;

Users of health care;

Carers of users of health care;

Commercial providers of health care;

Non-commercial providers of health care;

Social care professionals;

Users of social care;

Carers of users of social care;

Commercial providers of social care;

Non-commercial providers of social care;

Staff of NHS Grampian and the Council who are not health professionals or social care professionals;

Non-commercial providers of social housing;

Third sector bodies carrying out activities related to health or social care; and

Other local authorities operating with the area of NHS Grampian preparing an integration scheme.

Information Sharing and Confidentiality

The Parties will set out principles, policies, procedures and management strategies around which information sharing is carried out which will meet national and legal requirements. IT systems to enable information sharing appropriately and effectively will also be developed.

Complaints

The Partnership will introduce a streamlined process for complaints in relation to the integrated services. In the meantime complaints should continue to be made through Moray Council and NHS Grampian using their existing procedures.

The procedure will be clearly explained, well publicised, accessible and will allow for a timely response.

A process for complaints against the IJB and Chief Officer will also be developed.

Claims Handling, Liability and Indemnity

Any claims arising from work undertaken on behalf of the IJB will be progressed quickly and with the agreement of both parties. The normal common law and statutory rules will apply to liability. In the event of any claim against the IJB or in respect of which it is not clear which party should assume responsibility then the Chief Officer will liaise with the Chief Executives of the Parties and determine which party should assume responsibility for progressing the claim.

Risk Management

The Partnership will develop a Risk Register to which the Board will have full access from the day it assumes responsibility.

Dispute Resolution Mechanism

Where disputes arise between NHS Grampian and The Moray Council in respect of IJB the following process will be followed:

(a) The Chief Executives of NHS Grampian and the Council and the Chief Officer of the IJB will meet to resolve the issue;

(b) If unresolved, NHS Grampian and the Council and the IJB will each prepare a written note of their position on the issue and exchange it with the others within 21 calendar days of the meeting in (a).

(c) Within 14 calendar days of the exchange of written notes in (b) the Chief Executives and Chief Officer must meet to discuss the written positions.

(d) In the event that the issue remains unresolved, the Chief Executives and the Chief Officer will proceed to mediation with a view to resolving the issue. The Chief Officer will appoint a professional independent mediator. The

mediation process will commence within 28 calendar days of the meeting in (c).

(e) Where the issue remains unresolved after following the processes outlined in (a)-(d) above and if mediation does not allow an agreement to be reached within 6 months from the date of its commencement, or any other such time as the parties may agree, either party may notify Scottish Ministers that agreement cannot be reached.

Have your say

To comment on the Draft Integration Scheme you can either email:
morayintegrationpartnership@moray.gov.uk
or complete the online survey at - www.moray.gov.uk/...