

Appendix D - Draft Process for Joint Reviews for Nursing Placements within Localities

Draft Proposal for nursing placements reviews for consultation with 6 PCTs

Context

There is an annual requirement for a care management review of all nursing placements, and a similar requirement for review of all people placed under Funded Nursing Care (FNC) and NHS funded nursing care (under NHS Continuing health Care Criteria) by Primary Care Trusts.

This paper sets out proposals for how these requirements can be most appropriately and effectively met through a joint process. It recommends a joint approach between *funded nursing care nurses* who co-ordinate and undertake the initial determination and review process for NHS funded nursing care (FNC reviews are initially after three months - thereafter annually) and the *review care managers* who undertake the Desk Top care management review process within Social Services.

Draft Process

Planned annual reviews

CareFirst systems highlights need for a care management review	Desktop function
Liaison with FNC Nursing team to propose date for review	Desktop function
Joint letter is sent to home, resident and carers advising them of planned review and process	Desktop function
FNC Nurses complete Nursing Assessment (SAP) and review Registered Nursing Care Contribution and continuing care criteria	PCT Nurses
Copy of documentation forward to Social Services	Desktop function
CareFirst updated to reflect review and outcomes	Desktop function
Outcome of review - copy of documentation and assessment is shared with resident, carer and home	Desktop function
If changes in level of need are indicated - case is reported to panel (usual panel process apply)	PCT Nurses

Unplanned review of nursing placements (fee increases / change in needs)

Contact is made with SSD or PCT for reassessment or review	
Liaison with FNC Nursing team to propose date for joint review	Desktop function
Joint letter is sent to home, resident and carers advising them of planned review and process	Desktop function
FNC Nurses complete Nursing Assessment (SAP) and review existing Registered Nursing Care Contribution and continuing care criteria. Designated Care manager attends jointly if necessary	PCT Nurses / SSD
Copy of documentation forward to Social Services	Desktop function
If changes in level of need are indicated - case is reported to panel (usual panel process apply)	PCT Nurses / SSD
CareFirst updated to reflect review and outcomes	Desktop function
Outcome of unplanned review - copy of documentation and assessment is shared with resident, carer and home	As appropriate