

Joint Agency Major Adaptation Activity

Time Line

Activity	Enquiry / Referral	Assessment	Statement of Need	First Visit	Work up to Submission of Valid Application.	Approval of Grant. Panel application.		Inform Contractor.	Start Date.	Practical Completion Date.	Case Closed and final inspection.
Agency / Who	Register with District Council. Occupational Therapist (OT) Assessment requested. Devon Care and Repair (DCR) provide information on major adaptation process if required.	Adult and Community Services (ACS) / Children's and Young People's Services (CYPS) / OT Produce Statement of Need.	Checked by District Council (DC). Passed to DCR as their referral start point.		DCR Caseworkers, Technical Officer. Liaison with OT / EHO as necessary. DC Means testing. Drawings and schedules. Agreement between client and OT. Planning and Building regulations and permits. Quotations and tendering process. Valid application submitted to DC.	DC check the scheme and funding. Authorise grant. Shortfall may be identified. Back to DCR / ACS / CYPS (Panel Process) to resolve shortfall.	F U N D S S E C U R E D	DCR	DCR	DCR notify partner agencies.	Signed off by all.

Commission for Social Care Inspection Self Assessment Survey PD045 (SAS)
2006/7 Devon: 34.0
Comparator Cluster for Devon: 27.9
England: 29.9

3.2 weeks
Average
Figure

Supporting People Performance Indicator. 5c (SP Workbook)
Current target: 40 weeks.
Actual figure, Quarter One: 36.4