



Easy Read Guide to making and checking the Joint Local Plan

Everyone has a part to play to make sure that people with learning disabilities get the chance to lead good, healthy lives.

By April 2014, your local area has to have a joint plan to show how it will make sure people can use good services in the community and be kept safe from harm.

This plan should be written in co-production with people with learning disabilities, family carers and all of the different types of people who support them. You should all work together to make your plan.

This guide is to help your Learning Disability Partnership Board to make this plan, and to check that the plan is working.

Contents:

1. Leadership
2. Checking the information
3. Checking for quality
4. Checking the money
5. Checking the numbers
6. Making the joint local plan
7. Information and advocacy
8. Keeping people safe
9. Skilled staff
10. What some hard words mean



Leadership

What needs to happen





Comments and questions



The Learning Disability Partnership Board has one or more people with a special interest in the plan for Winterbourne View.



This should include a family carer and/or a person with a learning disability.

	<p>One person with a special interest in Winterbourne View is the link with the Health and Wellbeing Board.</p>	
	<p>People with learning disabilities and their family carers are involved as equal citizens in local Healthwatch</p>	
	<p>Healthwatch visits services for people with learning disabilities and makes recommendations to the Partnership Board</p>	
	<p>The Board asks Healthwatch how they make sure that people with learning disabilities and their family carers know how to get in touch with them and what Healthwatch does.</p>	



Checking the information

What needs to happen

Comments and questions



The Joint Strategic Needs Assessment includes children and adults with learning disabilities



Education, social care and health services share a list of children and adults with learning disabilities in placements that are paid for by NHS and Local Authority.



This list includes all people living with 5 or more people.






The list includes people living in placements in local area and out of local area.






NHS and Local Authority commissioners tell the Board about the numbers of people in placements at least once a year.



The report shows plans and progress for more people to have care and support in their own homes. The Learning Disability Partnership Board helps to make this plan, and checks that it is happening.

	<h2>Checking for Quality</h2>	
	What needs to happen	Comments and questions
	<p>Commissioners make sure that every person living in a placement has a contract just for them. It says what is most important for that person.</p>	
	<p>Commissioners make sure that the person and their family help to make the contract and agree with it.</p>	

	<p>Commissioners include Quality of Health principles in all contracts.</p>	
	<p>Commissioners use CQUINS to improve quality in health services</p>	
	<p>People with learning disabilities and family carers check services by visiting them, and they tell commissioners what they think about the services.</p>	



Checking the money

What needs to happen




Comments and questions



NHS and Local Authority commissioners tell the Board about how much money from NHS and Local Authority is spent on children and adults with learning disabilities.




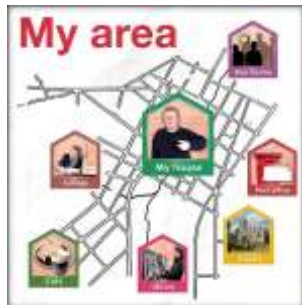
The report shows how the money is spent and plans to change how the money is spent. The Partnership Board helps to make these plans.

	<h2>Checking the numbers</h2>	
	What needs to happen	Comments and questions
	<p>Commissioners use the "Getting Things Right" tools to check on the number of people in placements. They report on this to the Learning Disability Partnership Board and to other Boards.</p>	
	<p>Commissioners use the "Getting Things Right" tools to check that reviews are good quality. They report on this to the Learning Disability Partnership Board and to other Boards.</p>	



Commissioners check that every person has a named care manager.
They report on this to the Learning Disability Partnership Board and to other Boards.

	<p>Commissioners check that every person has a named care manager. They report on this to the Learning Disability Partnership Board and to other Boards.</p>	



Making the joint local plan

What needs to happen

Comments and questions



Partnership Board members and more people with learning disabilities and family carers help to make the local plan.



Lots of other people help to make the plan , including children's services, housing, employment, police, community services and others.



The Learning Disability Partnership Board, Children and Young People's Board and the Health and Wellbeing Board all agree and sign the plan



The Learning Disability Partnership Board, Children and Young People's Board and the Health and Wellbeing Board all check that the plan is happening

Information and advocacy

What needs to happen

Comments and questions



There is good local information about supports and opportunities for children and adults with learning disabilities and their families.



Information is in different formats, so that people can understand it e.g. easy words, DVD



There is advocacy support for people who need it.
This is not being reduced.



Self advocates have good support, and their
priorities are included in local plans. This should
include children, young people and adults.



Family carers get good support to give their
priorities.



Keeping people safe

What needs to happen

Comments and questions



The Children's and Adult Safeguarding Boards link with each other. They both link with the police, Care Quality Commission and other organisations that provide services to children and adults with learning disabilities.



The Learning Disability Partnership Board, Children and Young People's Board and Health and Wellbeing Board all have reports about how people are kept safe, and about the things that are done to help keep people safe



The Children's and Adult Safeguarding Boards check if there are lots of small concerns about people



Skilled staff

What needs to happen

Comments and questions



All staff who support people with learning disabilities have training on good ways to support people who have behaviour that challenges



Staff and family carers have training about **Positive Behaviour Support**



All staff understand and use the **Mental Capacity Act**.



Staff from Health and Social Care do some training together



People with learning disabilities and family carers are paid to train staff and people who work in the local community.

What some hard words mean

Commissioners

The people who plan and pay for services and check they are good quality.

Cquins

A way that commissioners can pay health services extra money for doing high quality work in a particular area.

Health and Wellbeing Board

A group of people in each local area who work together to improve the health and wellbeing of local people and reduce health inequalities.

Healthwatch

A group of local people who check on health and care services.

Joint Strategic Needs Assessment (JSNA)

A big plan about all the people living in a local area, and what needs to be in place for them to have good, healthy lives.