

Adult Social Care



Reading
Borough Council
Working better with you

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Adult Carers Self-assessment Guidance

What is an adult Carer's Assessment?

An adult Carer's Assessment is for adults (aged 18 or over) who look after either:

- Another adult who is disabled, frail or has a long term health condition; or
- A child who is disabled.

Young carers (aged under 18) are also entitled to a Carer's Assessment, but this will be carried out in a different way.

The Carer's Assessment is a way of looking at how caring affects the carer, and what support they may need. The Carer's Assessment can be combined with an Assessment of the person who is cared for - if everyone agrees.

Many of the Carers Assessments carried out by the Council are now 'whole family assessments'.

Should I complete the Carer's Self-assessment?

If the person you care for is asking the local authority for help, you can ask for your needs to be considered at the same time, so there would then be no need for you to complete a separate self-assessment.

If this isn't appropriate, the Carer's Self-assessment might be the best way to make sure your needs are considered. For example:

- The person you care for may not want to approach the local authority;
- You may find it easier to be frank about how caring affects you if you complete a separate Assessment.

If you are going to be part of a shared conversation with the person you care for about your caring situation, you still might want to prepare for this by filling out the Self-assessment first. That could help you have questions ready, or get a clearer idea of what you'd like to happen.

When you're busy caring, it can be difficult to take time out to think about how things are going from your point of view. The Carer's Self-assessment might work for you because it can be completed at a time when it's convenient and you're able to focus on how you feel. Do bear in mind, though, that when you start to reflect on your situation you might find you want to talk to someone about this. The Carers Hub is an independent local charity whose staff and volunteers would be happy to work through a Carer's Self-assessment with you.

If you need help filling in the form, phone us on 0118 937 3747. If you have no other support and would have 'substantial difficulty' in communicating your wishes, or in understanding, retaining and assessing information then the Council will appoint an independent advocate to help you with your Carer's Assessment.

Guide to completing the Carer's Self-assessment

Section	Notes
Should I complete this form?	<p>The responsibility to offer a Carers Assessment is with the local authority where the person with care needs lives permanently.</p> <p>If you care for someone who lives in a different local authority area, you should approach that council – even if you are a Reading resident yourself.</p> <p>The Carers Self-assessment is not appropriate for someone with urgent needs or a safeguarding concern. Carers in these situations are encouraged to call the Council so we can respond more quickly.</p>
Who is completing this form?	<p>This helps us to know how best to respond if we know whether the carer has had support to complete the self-assessment.</p>
Who do you look after?	<p>We ask for the full name and address of the person you care for, and whether they've had their own assessment, so that we can link your self-assessment to any records we already hold.</p> <p>If there is a care manager already supporting the person you care for, that will probably be the best person to respond to your Carer Self-assessment.</p> <p>Please also tell us what disability the person you care for has (or other long term health condition or frailty if you care for an adult).</p> <p>This helps us to check that you are eligible for a Carer's Assessment.</p>
What do you do to support the person you care for?	<p>Please tell us what your caring role involves, for example, help with:</p> <ul style="list-style-type: none"> ▪ Washing, bathing, grooming, managing skin care /pressure sores ▪ Choosing clothing, getting dressed, putting in hearing aids ▪ Getting to the bathroom, or on and off the toilet, using incontinence aids ▪ Preparing meals, choosing healthy food options, prompting or assisting with eating ▪ Moving around the home, getting in and out of bed, keeping the home secure ▪ Laundry, housework, shopping, sorting out household bills ▪ Keeping in touch with friends and family, going to social clubs or gatherings ▪ Using transport, accessing leisure facilities ▪ Taking part in work, training, education or volunteering ▪ Looking after children if the person you care for has responsibility for those children

	<p>These are just examples. Please tell us what you are doing and how often or how much of your time this takes up.</p> <p>We also ask you to tell us if the person you care for could manage any of these things without your help. This is so we can help you to consider alternatives, and so we can check your own eligibility for support.</p> <p>We ask if you share your caring role. This helps us to get a better idea of how much responsibility you have, and prompts us to offer a Carer's Assessment to other carers.</p>
<p>How does caring affect you?</p>	<p>Please tell us what difference caring makes to you.</p> <p>We ask if caring has a negative impact on your health – physical or mental – as this helps us to check what support you may be eligible for.</p> <p>We ask if caring means you can't achieve some specific things as this helps us to check what support you may be eligible for. Please tell us about things you can achieve, but only with a lot of difficulty because of your caring role.</p> <p>We also need to know if caring has a negative impact on your wellbeing. There are lots of different ways that your wellbeing may be affected. Please consider things like social and economic wellbeing, personal dignity, control over your day to day life, participation in education, work or social activities, relationships with other people, having suitable accommodation, protection from abuse and neglect.</p> <p>If you think the effect on you is noticeable or important, this could count as 'significant' as described in the legislation which governs whether carers may be eligible for services.</p>
<p>Do you have a back-up plan for emergencies?</p>	<p>Either the Council or the Carers Hub can help you to put together a list of people who could be contacted in an emergency to take over from you on a temporary basis. If you wish, the Council can then store this list so we can help to put your back-up plan into action if it's needed.</p> <p>If you are happy with your back-up plan, you don't need to discuss it with us. We would encourage you to record it here anyway, as writing it all down can help to either reassure you or highlight any gaps which you may want to look at.</p>
<p>What would you like to be different?</p>	<p>Do you feel you have a choice about caring? Would you like to reduce how much caring you do? Do other people understand what caring responsibilities are – such as your employer, your friends or other family members?</p> <p>Are there particular things you would like to have more information about – such as the health condition of the person you care for, aids and adaptations, carer support groups or planning for the future?</p> <p>Think about what might make it easier for you to manage caring, and what could help you to could enjoy a life outside caring.</p>
<p>Your details</p>	<p>We need enough information about you to be able to get back to you to discuss your Self-assessment, and to be able to link this self-assessment with any records we already hold.</p>

	<p>The questions about your gender, ethnic background, sexuality and religion or belief are all optional. If you would prefer not to answer any of them, just leave this box blank. The reason we ask these questions is so we can check that our services are being accessed by all sections of the community.</p> <p>We have a legal responsibility to treat everyone fairly and to take action to correct things if some people are not getting equal treatment.</p>
For office use	<p>This section will be completed by the Council officer who looks at your Assessment, or possibly by a worker from the Carers Hub if you ask the Hub to help you with your Self-assessment. Details will be recorded of any information or advice you are offered to help you in your caring role.</p>

What happens next?

If you complete the Carer Self-assessment online, you will automatically receive a copy of your Self-assessment by email for your own records. If you complete a paper copy, and aren't able to take a copy for yourself before you send it in, you can ask us to send you a copy.

All adult Carers Self-assessments are received initially by the Adult Social Care Short Term Team. They will allocate the Self-assessment to an appropriate worker who will contact you to discuss what you've said.

If the person you care for is being supported by a particular team in the Council, your Self-assessment will be allocated to someone within that team.

If you haven't heard from us within 28 days please call 0118 937 3747.

Information and advice

When we look at your Carer's Assessment, we may offer you information and advice to help you manage caring and take care of yourself. This could include letting you know about online resources, national helplines and local services, including those run by voluntary and community groups.

It may be that the best way to meet your needs would be to look again at what support the person you're caring for receives. For example, if they have alarms in the home, that may reassure you that they will be safe while you go out to do other things. If they need someone to take over from you so you can get a break, then we would need to look at how someone else could provide temporary replacement care.

Carer's Personal Budget

If you meet the eligibility criteria set out in the Care Act and if you have identified things you would like to buy to help you in your caring role, then we may offer you a Carer's Personal Budget. The sorts of things that carers have used a Personal Budget for in the past include:

- Kitchen equipment, if the carer needs to prepare meals for the person they look after and is finding that the time this takes is having a significant impact on them

- IT equipment, if the carer is finding it hard to meet up with friends and family because of their caring role and would be less isolated if they could stay in touch with people online
- Massage sessions, if the carer is feeling stressed because of their caring responsibilities and needs help to relax

A Carer's Personal Budget needs to be spent on the specific thing identified through your Carer's Assessment which will help you in your particular caring situation. We will set this out in an Assessment and Support Plan.

Charging for Care and Support

The Council does not charge for carers support (*although some councils do*). This means you won't need a financial assessment to receive a Carer's Personal Budget.

We do charge for the ongoing care and support services the person you care for needs. However, they may be eligible for financial support from the Council to help towards these costs. How much help they get depends on the outcome of a financial assessment.

What is the legal basis for Carers Assessments and Carer Services?

The rights of adult carers who care for another adult are set out in the Care Act 2014.

The Care Act also covers young carers and carers of disabled children at the point when any support they receive from the local authority is about to move from Children's Services to Adult Social Care.

The Children and Families Act 2014 amends the Children Act 1989 requiring local councils to assess parent carers on the appearance of need or where an assessment is requested. The local authority must check the child and their family come within the scope of the Children's Act, i.e. that the child is a 'child in need'.

This means that the child either:

- is unlikely to achieve or maintain, or to have the opportunity of achieving or maintaining, a reasonable standard of health or development without the provision of services; or
- is likely to have their health or development significantly impaired, or further impaired, without the provision of services; or
- is disabled.

Other people who care for a disabled child but are not the child's parents (like grandparents, aunts or uncles) are entitled to a Carer's Assessment if they request one and are providing 'regular and substantial' care. The Carers (Recognition and Services) Act 1995 applies to non-parent carers of a disabled child.

This information can be made available in other languages or alternative formats (such as Braille, audiotape or large print) on request. Please ask your Social Care Worker.