



## **Adults Short Breaks Factsheet – Information for Carers**



## **What is a short break?**

A short break is when you and the person you care for is supported to have a valuable break from the normal routines and demands of the caring role.

It is provided if the person you care for is eligible for support from the council and you require a break from your caring role.

It is a planned period of care. It will not necessarily be a direct replacement of the care being offered by you, although it will meet the needs and outcomes of the person you care for.

The Lancashire Carers Service can provide details on short break opportunities in your local area. They also offer carers' assessments to ensure you are receiving the right support. Please contact the Lancashire Carers Service on 0345 688 7113 for more details.

## **Who can receive short breaks?**

To determine whether the person you care for is eligible to receive short breaks, a social worker or social care support officer who works for the council will undertake a social care assessment for the person you support. If the assessment identifies that they are eligible for a short break they will detail within their care and support plan the level of short break required. They will also discuss and agree with yourself and the person you care for the preference for how the short break is provided.

## **How can short breaks be provided?**

Short breaks can be provided in any setting. This can include in the home, residential care or time spent in the community.

There are three different ways short breaks can be arranged: rolling short breaks, planned short breaks and direct payments for short breaks. For rolling short breaks and planned short breaks the council can support you in identifying a short breaks provider.

### Rolling short breaks

The council will support you with identifying a daytime support, home care provider or residential care provider depending on the type of short break required.

Rolling short breaks can be used for short breaks in a daytime support setting or support for the person you care for within their own home which is called non-residential short breaks. It can also be used for short breaks within residential care. Short breaks can be provided by organisations who have a contract with the council. Short breaks can also be accessed at the council's daytime support settings.

Once a short breaks provider has been arranged you will be provided with the short breaks provider's contact details and you will need to contact them to arrange the short breaks dates once these are known. You don't need to book all the short breaks dates at once and you can contact the short breaks provider when the dates are known to arrange the short breaks care. This provides you and the person you care for with flexibility.

Rolling short breaks work well if the person you care for has a preferred residential care provider that they know they want to use. However, some residential care providers have limited availability for short breaks and when you liaise with the



residential care provider to arrange the short break, they may not have availability for the preferred dates. This doesn't mean that the rolling short break process cannot be used for residential short breaks but you and the person you support should be aware that the person's preferred dates may not be available. For this reason, strong consideration should be given to using the planned short breaks process wherever appropriate.

If you wish to use services provided by Lancashire County Council's Care Services, Adult Provider Short Break Services or Shared Lives Service the short break will need to be arranged by rolling short breaks.

### Planned short breaks

Planned short breaks can be used for short breaks in residential care or home care. In order for planned short breaks to be arranged with a short breaks provider you will need to know the dates short breaks is required. You don't need to know your short breaks dates at the time of your assessment as the short break can be arranged at a later date once the dates are known.

Once the short break dates are known the council's Care Navigation Service can support with sourcing a short break provider.

### Direct payments for short breaks

Short breaks can be arranged via a direct payment. The person you support will be given a sum of money from the council (direct payment) to spend in line with their care and support plan and direct payment guidance. The money (direct payment) must be used to give you a break from your caring role. The direct payment gives you and the person you support flexibility in how the short break is arranged and allows you to purchase different types of short break support.

Having a direct payment does come with responsibilities including meeting the cared for person's short break needs, using the money for things that are safe, legal and meet eligible care needs and meet support needs and outcomes identified in the plan. The social care support officer or social worker can discuss this option with you.

Lancashire Independent Living Service (LILs) will offer support and advice in setting up the direct payment for short breaks.

### **Short breaks allocation**

The allocated amount of short breaks will be agreed at the time that the social care assessment is completed with the person you care for and will be documented in their care and support plan. The person you care for or you will need to keep a record of the amount of short breaks that has been agreed for the year and when this is used to ensure that the short breaks allocation is not exceeded.

### **Financial implications of short breaks**

A contribution towards non-residential short breaks care is not required. This is a short break in your own home (home care, daytime support or support in the community).

If the person you care for receives short breaks in a residential care setting they will be offered a financial assessment if they have less than £23,250 in savings to determine what they can afford to pay towards their short break. If the person you care for has a recent valid non-residential financial assessment in place, they will not require a new assessment as the current non-residential assessment will be used for

their short break care. However, if their financial circumstances have changed since this assessment, a new financial assessment can be requested.

If the person you care for has more than £23,250 in savings or does not wish to complete a financial assessment, they will be required to pay the full cost of their residential short breaks stay.

For service users who choose to receive a direct payment to arrange their residential short breaks care, they will be offered a financial assessment if they have less than £23,250 in savings to determine what they can afford to pay towards their short breaks. If the person you care for has a recent valid non-residential financial assessment in place they will not require a new assessment as the current non-residential assessment will be used for their respite care. However, if their financial circumstances have changed since this assessment, a new financial assessment can be requested. The assessed contribution must be paid onto their prepayment card and they would then use the prepayment card to pay the home directly for their short breaks stay.

If the person you care for has more than £23,250 in savings or does not wish to complete a financial assessment, a Direct Payment cannot be utilised for residential short breaks as the cared for person would need to pay the full cost of their stay.

### **Third Party Payments**

Some care homes may request a fee that is higher than the standard fees set by the council. If the person you support chooses a home with higher fees, the difference between this standard fee, and the fee which the care home has requested must be paid as a top-up. This is called a 'third party top-up payment'. The top-up fee cannot be paid by the person you support. You, a family member or friend can agree to pay this extra sum of money on top of the fee the care home receives from the council and in addition to the amount paid by the person you care for. The family member or friend must be willing and able to make the payment.

If the short break is provided via rolling or planned short break, then the third party payee will be invoiced by Lancashire County Council for this amount. A third party top-up agreement will need to be signed by the payee.

If the short break is provided via direct payment for short breaks, then the third party top-up payment is paid directly to the residential care provider.

### **Renewals of short breaks**

Towards the end of the 12-month period since the social care assessment, you or the person you support will need to contact The Customer Access Service to request renewal of the respite support. Unused respite will not be carried forward to the next year. If there are any changes in your needs, a review or reassessment will take place. If there has been no change in need the short breaks allocation will be renewed for another year.

If you would like any further information or would like to request a social care assessment for the person you care for please contact us on 0300 123 6720.

