

# Transition Guide for Adult Social Care



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## 1. What is transition

Transition is about growing up and becoming an adult. This can be a confusing time for a young person with a disability and their family. This Guide should help everyone understand how the process works and what services are available to help.

Lots of things can change around this time :

- Leaving school and maybe starting college
- Finding a job
- Benefits and money
- Where you live
- Healthcare
- The types of support you need and who provides this

Some young people going through transition may only need a small amount of support in school and college to help them learn and will go on to work and live their lives without any further support. Other young people will need a lot of support with their learning, their health and their care. It is this second group who are likely to need health and social care support as an adult.

The support that young people with disabilities need will be discussed with them and their family and will be written down in an Education Health and Care (EHC) plan. This plan will be discussed at least once a year as part of the school review.

The Education, Health and Care plan replaces the Statement of Educational Need from September 2014.

The EHC plan will help with all the changes that may happen as part of becoming an adult.

This Guide is mainly for those young people who will need adult social care. Adult Social Care provides services within a framework of national eligibility criteria. This will change with the new Care Act implementation from April 2015 but currently in West Berkshire the eligibility criteria is set at "critical". Adult Social Care will get involved with those young people who are likely to need adult services from the age of 16 and should be able to make a decision between the ages of 16 and 17 about whether the young person has eligible needs or not.

Information about all Special Educational Needs processes and services available can be found in the Childrens Information Service website: [www.fis.westberks.gov.uk](http://www.fis.westberks.gov.uk)



## 2. What are the different types of transition

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There are three broad types of transition depending on the level of the needs of the young person.

### Group 1

Lots of young people will need help in school (either mainstream or special needs school) with their disability and this can be provided in a number of ways.

Many of these young people will have no specific health needs and no need for care beyond what a family needs to provide for any child. Most of these young people are likely to go on and live independently without the need for support other than the support that most families continue to give their young adult members.

These young people will not need/ be eligible for social care support either from Children's or Adult services and their transition planning will be wholly education -based.

### Group 2

Other young people may need help in school and may also need help from health services because of the impact their particular health condition may have on their daily lives. Again, with health support as needed. they may well go on to live independent lives.

It should be noted however that if a young person is being seen by a pediatric consultant and needs this level of consultant input as an adult this will be provided by a relevant specialist consultant. Again this group may not need social care support either as a child or an adult and their transition planning will be education and health based.

### Group 3

Finally there is a group of young people whose needs are either so complex or intense that their family needs help with their day to day care. These young people tend to have several areas of need. This could include severe physical and/or learning disability, sensory needs, challenging behaviour that puts themselves or others at risk, unpredictable health condition and some other conditions.

These young people are most likely to need ongoing social care as adults and will need transition planning that involves, education, health and social care.

Within this group there is also a small number of young people whose needs are so intense, complex and/or unpredictable that they are beyond the limits of care that social care can legally provide and are judged to have a primary health need. This group should be assessed for Continuing Healthcare (CHC). This can happen at any age depending on the needs of the child/ young person but if it has not happened before adult services get involved at the age of 16 then they will make recommendations to have this done if it seems that the young person might be eligible.

The Continuing Healthcare frameworks are different for children and adults therefore a transfer assessment will be done by adult social care as part of the transition planning process.

### 3. What is the transition planning process

Transition planning will start in school year nine when the young person is about fourteen. The Education Service will lead on planning the transition via school annual reviews... From September 2014 the transition plan will be called an Education Health and Care (EHC) plan. It will set out:

- what is important to the young person
- what they want to achieve in school and after school has finished
- it will also say what help the young person and their family might need to do the things they want to do and to learn as best they can
- the plan will be updated at least once a year at the school review but can be updated at any time if changes need to be made

Everyone who is important to the young person should be at the meeting

about the plan. Reports should be circulated in advance so that everyone has had time to consider their implications before the meeting?

#### Who should be there?

- the young person
- their family and/or carers
- teacher
- Adviza service (if relevant)
- social worker from Children's services (if relevant)
- school or community nurse
- any other health professional e.g speech therapist, physiotherapist occupational therapist etc.
- social worker from Adult services (if relevant)
- an advocate if needed



The level of needs of the young person and the EHC plan should determine whether specific health practitioners or a social worker from Children's and Adult services need to be included in the planning. However parents/ carers can ask for any relevant professional to attend these meetings.

Every term a multi-professional group called the Virtual Transition group meets internally within the Council and reviews all young people who have special educational needs. This group monitors the services that each young person (from the age of 14) is receiving and identifies those who are likely to need ongoing services as an adult.

## 5. What does Health do in Transition?

There are many organizations and professional staff involved in the whole transition process and detailed descriptions of their roles and responsibilities can be found in the Transition Protocol. However for those young people who are going to need ongoing care as adults there are two main statutory services which are likely to be involved with the young person. These are health and adult social care.

### Health Services

Most people use universal health services i.e. their GP, district nurse or dentist. Some people may be referred by their GP to hospital or other specialist medical services if they need treatment for an illness that cannot be treated by a GP. Most of these interventions are short term and for specific illnesses.



However people with disabilities may have long term conditions that require the input from specialist nurses or practitioners e.g. community nurses for people with learning disabilities, community physiotherapists or occupational therapists, speech and language therapists, community dentist etc. Whilst these professionals can improve the functioning of an individual and may only work with them for short periods these interventions are highly unlikely to “cure” the disability. Therefore the person is likely to need support to manage their disability to varying degrees throughout their lives.

Many families whose child has a serious or complex disability will have had long-standing contact with a paediatrician. This will end at age 18 and families should be aware that they need to build a relationship with their GP (who may not previously have had much involvement) in order that the GP can understand their young person’s needs and refer them to specific consultants as necessary when they reach adulthood.

If a young person is already attending the Community Dentist service, this can continue into adulthood.

Pads supplied by the NHS Continence Service will also continue into adulthood.

### Health Checks and Health Action Plans.

For the past few years the Department of Health has contracted with willing GPs to provide an annual health check for adults with a learning disability. This is so that any developing health problems can be picked up and monitored and any potential previously undiagnosed health conditions can be investigated. All the GP practices in the West Berkshire area have agreed to do this.

In addition to annual health checks people with a learning disability should have a Health Action Plan. This should be part of the care/support planning process and the community learning disability nurses or some of the social care providers can help the person to do this. This is a set of actions that the person and others agree to do in order to improve the person’s health and wellbeing.

As mentioned in Section 2 some people have such complex, intense or unpredictable conditions that they meet the criteria for Continuing Healthcare (CHC). This means that they are deemed to have a primary health need and the NHS accepts full responsibility for meeting all their care needs.

The criteria for NHS Continuing Healthcare are nationally set and can be found in what is known as the National Framework for NHS Nursing and Continuing Healthcare. The referral route for CHC is via a doctor, nurse or social worker. Consideration of whether a young person may be eligible for CHC forms part of the assessment process of both children's and adult social care services. Any services required through the CHC route should be considered at an early stage as the application procedure may take some time.

Health services therefore will have an integral part to play in the transition planning for young people with disabilities particularly those with higher levels of need.

## 6. What does Social Care do in Transition?

If the family of a child with disabilities needs support in the day to day care of the child then it is likely that they will be referred to children's social care for assessment. If they meet the eligibility criteria they may then be provided with a package of care. This could be respite care to give the family a break, or paid carers coming into the home or day time activities during school holidays. As part of the transition planning consideration will be given to whether the young person is going to need social care support as an adult. This is generally done via a Core Assessment in children's services and adult services will be asked to become involved when the young person reaches sixteen.

However not all the young people who may be eligible for adult services will be known to children's services, some will be picked up via the EHC reviewing process in schools.

Adult social care will begin by carrying out their statutory assessment which is currently known as a MARD (Multi Assessment and Review Document) assessment in West Berkshire.

The first stage of this assessment is to determine whether the young person will meet the eligibility criteria for adult social care. This is a national framework of eligibility known as Fair Access to Care Services.

Details about how this works can be found on the West Berkshire website \* or will be given to you by the adult social worker who comes to do the assessment. If someone is assessed as being eligible for social care then a full assessment will be carried out and a Support plan agreed for when the young person becomes eighteen. This process can take some time to complete but should have the young person as fully involved as they can be and should include the views of all those supporting him or her. This is known as "person-centred planning".

The current eligibility criteria and assessment format will be changing with the implementation of the Care Act from April 2015.

*\* Information about all Adult Social Care processes and service can be found by going to the West Berkshire Council website and typing "Adult Social Care" into the search box.*

## 7. How does access to adult social care work?

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Adult Social Care is not a universal service available to all like education or health. By law, (the NHS and Community Care Act), is required to “target its services to those most in need” hence the need for assessment and eligibility criteria. The local authority (adult social care) is, by the same law, obliged to meet the social care needs of those assessed as being eligible if those needs are not being met by other means. This means that social care will provide services to meet the specific social care needs identified in the assessment if those needs are not already being met. For example if someone is assessed as needing help or supervision to get washed and dressed and that is already being willingly provided by their family then social care would not provide outside carers to do this.

Funding for social care is limited and the NHS and Community Care Act also says local authorities can take their resources into account when meeting assessed need. This means that the cost of services is part of the decision making process for adult social care and that if a need can be met by a service that is less expensive than the one that is the preferred option of the young person or their family then the local authority can decide to use the more cost effective option. It must be stressed however that the local authority is required to meet assessed need and that this is the first priority in any decisions about care packages.

Decisions about funding are made by the Adult Social Care Resource Panel and all applications for funding are agreed by this group. The Group comprises of the Head of Adult Social Care and two service managers. The purpose of the Panel is to ensure that resources are allocated equitably across all the people who need social care services.

Adult social care services are also chargeable and so a financial assessment of the young person’s finances (not those of the parents) will be carried out as part of the care planning process.

More information about this is available later in this Guide.

## 8. What services are available in adult social care?

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If a young person is assessed as being eligible for adult social care then adult services will take over responsibility and funding for their care from childrens services from the date of their eighteenth birthday. They may still be at school or later in college which will continue to be funded by education, but from their eighteenth birthday all their assessed social care needs will become the responsibility of adult services.

In West Berkshire social care services are underpinned by some broad principles. In outline these are:

- All planning and decision making should be done with the person concerned at the centre either as a full participant or with support
- Wherever possible local services should be used rather than out of area options
- If the young person cannot live with their own family then options that give them most independence will be preferred e.g. supported living rather than residential care.
- *However all services offered will be assessed as safe and sustainable and capable of meeting the individuals needs of the young person and any known risks.*

### Personal Budgets

Most care packages in West Berkshire are set up as Personal Budgets. We encourage people wherever possible to take a cash personal budget so that they or their family can arrange and pay for the care that they need. However if having a cash personal budget is not possible then adult social care can commission services for the person or there can be a mixture of a cash and commissioned personal budget. This gives a lot more choice and flexibility in the services a person can have.

Personal budgets were introduced as part of the government white paper Putting People First. It is a person-centred assessment and support planning which has the desired aim of giving the person needing care as much choice and control over the services they need. These services can either be commissioned by the local authority or the person can have a cash payment to do this for themselves or it can be a mixture of both.

### Health and Wellbeing

In April 2015 the new Care Act for adult care will begin to be enacted. This will bring many changes but probably most significantly it will establish a national level of eligibility. It will also require adult social care to care plan in a wider way and address an individual's health and well-being. This does not necessarily mean that the local authority will provide services to do this but will help individuals to seek out local community services that might improve their health and well-being.



## 9. Some of the services available

There is not an exhaustive list of services that might be available to meet social care needs because personal budgets give the opportunity to arrange many different types of service to meet needs.

However some of the services that adult social care does commission include:

**Supported living**

**Personal care**

**Community support**

**Residential and nursing care**

**Day –time activities**

**Respite care**

**Carers services**

These are the traditional core services that adult care provides but in the future care plans may well include recommendations about leisure centres, sports clubs, social groups etc to help people improve their health and wellbeing.

We will do our best to support people to find work or a work placement.

## 10. Colleges

There are a number of colleges that young people living in West Berkshire can access. General colleges offer a wide range of courses that help young people gain the skills and qualifications to enter a wide range of careers. There are also agricultural colleges nearby, who offer courses for young people who are interested in farming, working with animals, horticulture/gardening or outdoors work.

Most colleges offer several types of course. There are mainstream courses, which are open to every student, and are often offered at Level 2 (GCSE A-C grade equivalent) and Level 3 (A Level equivalent). Some of these courses have exams, and some are very practical courses.

In addition to these courses, college also offer courses at Level 1 (GCSE D-G grade equivalent), sometimes known as Foundation Level. These courses are designed for young people who need to build on their skills, or who don't have the qualifications to start higher level courses. Foundation courses usually include English and Maths qualifications as well as the main area of study, which is often practical. There are also private training providers that offer Foundation Level courses- these often have a focus on work experience and preparing for working life rather than specific career areas. Training providers are often small sites and can be a good education option for young people who have had bad experiences in large learning environments.



Colleges also offer more specialist courses for students with Special Educational Needs (SEN). The SEN courses vary by college but they tend to focus on one of two areas. The first type of course focuses on supporting young people to develop life skills- telling the time, using money, personal care routines and preparing simple snacks/meals. The second type of course extends these skills e.g. travelling independently, managing a budget but these courses also focus on employment. These courses will cover some of the skills related to getting

a job (writing a CV, job interviews, choosing a career) as well as work experience. Most of these courses are accredited, so the young people work towards a qualification during their course. The teachers on the different SEN courses are experienced in supporting young people with additional needs and the classes tend to be smaller in size (around 8 students) than on mainstream courses. Some young people may spend their first year at college on one of the SEN courses, but then move onto a Foundational Level course when they feel more confident.

The support available at college depends on the needs of the young person. Support can include additional classroom support, teaching support with English and Maths, support to access work experience, adaptive equipment, sign language support, special arrangements for exams, mentoring and visual timetables. The support package will be outlined on the young person's Education Health and Care Plan, so it is important that families talk to the Education Team in advance of the young person moving to college.

Apprenticeships are another way to gain skills and qualifications. Apprenticeships are usually offered at Level 2 (GCSE A-C grade equivalent) and are an 'on the job' training programme

where young people study for a qualification as well as work in a workplace. The apprentice is paid a wage for the work that they do and the training is provided free of charge. Apprenticeships can be very demanding as the young person often works 30 hours a week as well as studying. Some training providers offer 'Pre Apprenticeship' programmes for young people who are looking for an apprenticeship employer or who need to develop their skills before they are ready for an apprenticeship.

Some young people have additional support in education through an Education, Health and Care Plan (EHC). This outlines the support that a young person will need to achieve the outcomes they are working towards. An EHC Plan can follow a young person to college or an apprenticeship to help the college/training provider know what support they need to offer.

The Special Educational Needs (SEN) education team will support young people who have an EHC Plan with the transition to college including:

Naming the preferred college/training provider on the EHC plan

Establishing whether the preferred college/training provider can meet the young person's needs

Working with the college/training provider on the package of support required

Monitoring the young person's progress through Annual Reviews

Supporting colleges/training providers to develop and improve their provision

Updating the EHC plan as required

## 11. Transport and travel

Wherever possible we will help people to be able to travel independently. Schools will provide travel training for those who need it and there is a specific travel training service. Being able to travel independently is a skill that will enable young people to get much more out of life on their own. It can be a big advantage in being able to work.

For those who cannot travel independently and who attend college transport can be provided up to the age of 19.

For those who cannot travel independently and are using day activities transport may be provided via assessment.



## 12. Mental Capacity Act

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Many young people in the process of transition will have the mental

capacity to make decisions for themselves and will be able to take part freely in discussions about their future.

However there will be a number of young people in the transition process who are deemed to have a cognitive impairment. Up until they become sixteen their parents maintain parental responsibility and can make decisions on behalf of their child. However once the young person becomes sixteen the Mental Capacity Act will apply in some decision making processes for some people. In most cases adult social care will continue to work in a person-centred way with the young person, their family and support network.

In a few situations there may be a need to use the more formal processes of the Mental Capacity Act to make decisions on behalf of the young person. This would be in the form of a capacity assessment and a Best Interest decision.

The Mental Capacity Act says that everyone is deemed to have capacity to make decisions for themselves until there is good reason to think otherwise. Therefore for most young people in most situations care planning would carry on as described above. However there are a few specific situations where the decision that needs to be made is so significant that if it seems the person may lack capacity then a capacity assessment needs to be undertaken.

If the person does lack capacity to make the decision then a Best Interest decision should be made.

The specific situations when these formal processes might apply are when decisions need to be made about going into residential care, admission to hospital, and some situations where there is family involved but there is disagreement about the best course of action.

A capacity assessment can be carried out by anyone with knowledge of the individual who has had specific training.

A Best Interest decision is normally made in a meeting with all relevant people involved but can be made by telephone or other forms of consulting all concerned.

## 13. Benefits and financial assessment

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When someone becomes 16 the benefits they receive can change considerably. West Berkshire Council has a Welfare Benefits team who can help people assessed as needing social care to apply for the benefits they may be entitled to. They can be contacted on 01635 519004

This team also carries out the financial assessment for charging for care services. West Berkshire Council reserves the right to charge people over the age of eighteen to pay some of their own money from their benefits as a contribution towards the cost of the social care support they. This financial assessment is part of the assessment process for adult social care. There is information available on the Council website about the Charging Policy but information and advice about this can be given by either the Welfare Benefits team or the social worker doing the care assessment.

Depending on the level of income and finances of the young person some of the services West Berkshire will charge for are:

- Cash personal budgets
- Respite
- Adult placement
- Day services
- Supported living
- Residential and nursing care

If someone is unable to manage their benefits themselves then someone else such as a parent, relative or carer can ask the Department of Work and Pensions (DWP) to become an "Appointee" and manage the benefits on their behalf when they become 16.

For those people who cannot manage their money for themselves and have no one else available to do this for them then the Council has corporate appointees and also has deputyship officers for those people who do not have the capacity to manage their money and have assets above a certain limit. Deputies are appointed via the Court of Protection.

## 14. Support for Carers

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West Berkshire values the support that family carers and friends give to people who use adult social care services and encourage those who have a carers role to ask for an assessment of their needs as a carer.

There are a number of services commissioned to support carers and some of these are provided by:

- [Berkshire Carers Association](#)
- [Crossroads](#)
- [West Berkshire Mencap](#)

These provide a range of support including information and advice for carers, some respite, support groups etc.

Each team in adult social care holds a small carers budget which can be used to support carers in a number of flexible ways by allocating small amounts of funding. This funding ranges from £6,000 - £12,000 per team depending on the nature of the team and the size of the workload.

The Care Act will bring even greater requirements on adult social care to support carers.

## 15. Advocacy

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There are a number of different types of advocacy available to young people in West Berkshire.

There is a peer advocacy service called "Its My Life" supported by Webcas

Webcas can also provide advocacy for individuals if they need help to speak up for themselves

West Berkshire Mencap provide advocacy for both people with learning disabilities and their carers. In certain situations when important decisions need to be with an individual adult social care may commission an advocacy service to support the person.

Independent Mental Capacity Advocates are a special type of advocate usually commissioned by adult social care to speak for someone who lacks capacity and has no family or friends able to do this. The decisions which an IMCA can help decided must be either about where a person should live or about serious medical treatment.

If you require this information in an alternative format or translation, please call 01635 42400 and ask for the (insert name of person or service area).

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