



Derby City Council



Shared Lives

WELCOME TO SHARED LIVES



CONCESSIONARY
TRAVEL PASS

DERBY SHARED LIVES SCHEME —

WHO ARE WE AND WHAT DO WE DO?

Derby Shared Lives Scheme is situated in Derby City Council, Council House, Corporation Street Derby, DE1 2FS.

Derby Shared Lives are one of many schemes throughout the country that care and support vulnerable adults in carers homes, either on a long-term basis where the customer will live in the carers home as part of the family or as a respite/ overnight arrangement or on day support basis, where they will spend some time during the day with their carer. Shared Lives are regulated and inspected Care Quality Commission (CQC). CQC will send a person called an inspector out, who will check all our paperwork and files, but will also want to speak to Shared Lives Carers and our customers to find out what you think about the service.

The scheme has one Shared Lives Manager, four full time and one part time Shared Lives Coordinators. There are approximately 55 carers throughout the city that support 128 vulnerable adults ranging from 18 years old upwards.

Shared Lives carers offer care and support in their homes and may live alone, with a partner or with other family members. The carers open their home to customers and support them with day-to-day tasks, emotional and physical support but also the opportunity to be part of the community.

Carers will encourage and support customers to become more independent and help them build their confidence to make decisions about their care and support. They will introduce them to people within their family but also within their larger community to help them build friendships and attend social activities and events.

WHO CAN USE SHARED LIVES?

Any adult who can have a Community Care Assessment may be able to use the Shared Lives Scheme. People who are able to have one usually have either, a learning disability, mental health support needs, a physical disability and/or are an older adult.

The scheme will support people from the age of 18 years old and this support can be living with the carer full time, overnight stays or during the day or all three.

HOW DO I APPLY TO SHARED LIVES?

To apply to Shared Lives, you must be assessed as by Adult Community Care/ Social Care. A referral form will then be sent to Shared Lives with all of your information included and a Shared Lives Coordinator will contact you, your family and /or the social care worker.



HOW ARE CARERS CHOSEN?

When people apply to become carers they have to fill in an application form and go through an assessment. This means there must fill in forms where certain checks are carried out on them. These include DBS checks which are checks done by the Police, references from previous employment and friends and family, their employment, their qualifications, and experience caring and supporting vulnerable adults. The coordinator will visit the carers home and the family who live there and write a report for the panel. Once this has been done, they would attend an interview where a panel of people will ask them questions to find out more about them and why they want to be a carer and what skills and experience they have. After the panel which will include a manager, social worker and 2 other workers a decision would be made if this person can be approved as a carer.

Once approved the carer will then complete training before being able to support any customers.

BEFORE YOU START WITH SHARED LIVES....

Before you agree to be supported by Shared Lives a coordinator will contact you to visit you and talk to you about Shared Lives. You will be able to ask the coordinator any questions you may have. The coordinator will ask you questions about what you like to eat, drink, your interests, what you like to do, and they will fill in a form called All About Me that will help them find the right carer for you.

The coordinator may talk to you about a carer they think would be right for you and want to know what you think. The coordinator may not have any carer in mind until they have spoken to you first to see and find out more about you.

Once the coordinator has met with you, they will then look to match a carer with you and this will be someone who can support you the way you want to be supported and someone who can help you access any interests you may have. Matching is very important as the coordinator wants to make sure you receive the best care and support from the carer who has similar interests to you.

MEETING YOUR CARER

Your coordinator will arrange another meeting so you can meet your carer. The coordinator will tell you about the carer before the meeting to see if you are happy to meet. The meeting can be at the carer's home, or the carer can come to your home if that is better for you. You can take someone with you if you would like to. The coordinator will arrange a few meetings until you are happy and would like to start the support. If you change your mind at any time, you can tell the coordinator and they can end the support.

FIRST REVIEW MEETING

Your coordinator will visit within the first 6 weeks and will want to speak to you and the carer to see how you have settled in your new placement. The coordinator will want to ask you some questions, but it is also your time to ask any questions, concerns or worries you may have. It is quite normal to have lots of questions and your coordinator will be happy to answer them. Following this meeting the coordinator will ensure that there is an annual social care review done to make sure you are getting the correct care and support and to identify any changes where you may need some additional support.

DURING THE SUPPORT

Once you have started the support your carer will meet with you on the days and times agreed. The coordinator will meet with you and the carer each month to make sure you are safe and happy with your support. This will be a good time for you to tell the coordinator what you have been doing with your carer. Your carer may have other customers on the same day they are supporting but they will talk to you about this before it happens. Many customers have made some lovely friendships with other customers through Shared Lives, and this has helped them take up new interests and hobbies.

The carer will be able to update the coordinator on what you have been doing and the progress you are making.

CAN I VISIT FAMILY AND FRIENDS IF I LIVE WITH A CARER?

People are supported by the carer to visit family and friends.

CAN I GO TO COLLEGE OR WORK IF I LIVE WITH A CARER?

People are supported by the carer to attend college or work.

WILL THERE BE HOUSE RULES AT THE CARERS HOME?

Each carer will have some house rules that will help everyone live together. The coordinator and carer will talk to you about these rules and explain why they have them. You will be able to talk to the carer about this before you move in with them. Before you move in the coordinator will show you the Placement Agreement which is a form to say you will be living with the carer and it will talk about your room and the house rules. Once they have spoken to you about this and you are happy with it, you will be asked to sign it but if you can't don't worry a family member etc can do this on your behalf.

WILL I HAVE MY OWN ROOM?

All customers will have their own bedroom and they will be able to use the bathroom, lounge, kitchen and garden. You will be able to have your own privacy and space and the carers will keep their own bedrooms private.

WILL I HAVE TO COOK AND CLEAN?

The carers will help teach you to prepare meals and you will eat with them and the family. The carer will help you with day to day living such as keeping your own space clean and tidy.

WHAT IF I CHANGE MY MIND AND WANT TO LEAVE?

If you decide you no longer want to be supported in Shared Lives then you can let your carer, your family, the coordinator or social care worker know and we can end the service. We will need to complete a form and look for another placement for you.

WHAT HAPPENS IF A PLACEMENT ENDS?

There are many reasons that the placement may end but there is a 28-day notice period that everyone should give where possible. Placements could end for some of the following reasons:

- You may be ready to move on to live more independently
- Your support needs may have changed, and these cannot be met in your current placement
- Your carer's circumstances may have changed, and they are no longer able to offer you a placement
- You wish to live somewhere different
- You do not like living with the other people in the placement.

Your coordinator and social care worker will support you with the ending of a placement, and your social care worker will support you with finding suitable alternative accommodation. If you wish to look for another Shared Lives carer then your coordinator will look to match you with a new Carer.



WHAT IF I AM NOT HAPPY WITH SOMETHING AND WANT TO COMPLAIN?

If you are unhappy with something and cannot talk to your carer then you can always speak to you family, the coordinator or your social care worker and explain what the problem is.

You or your family/representative can always contact Shared Lives.

Email: **sharedlives@derby.gov.uk**

Tel : **01332 640777**

Office hours: **Monday to Friday, 9am – 5pm**

Shared Lives Manager: **Mandy Douglass-Treanor 07385489715 / mandy.douglass-treanor@erby.gov.uk**

Outside office hours contact Careline Tel: **01332 956606**

(weekdays 5pm – 9am / 24hr cover weekends and bank holidays).



WHAT THE WORDS MEAN IN THE BOOKLET

Shared Lives Coordinator - the person who visits and works for the Shared Lives scheme. The coordinator guides and support the Shared Lives carers.

Shared Lives Manager – the Shared Lives Scheme manager who manages the Shared Lives Coordinators and makes sure the scheme is following CQC regulations.

CQC – Care Quality Commission – the organisation who inspect all Shared Lives Schemes to check paperwork, files and how the service works. They make sure the service is safe, responsive, effective, caring and is le well. The SL manager works with CQC to make sure the service is delivering the best quality care and support for its customers.

Review meeting – regular meetings carried out by social care workers and coordinators.

Social Care worker - this is a social worker, mental health worker, community care worker that looks after the customer and makes sure they are receiving the correct support.

Matching – this is when a carer is matched with a customer on their support needs, preferences, likes etc.

Placement Agreement - the agreement that the carer and customer sign that is witnessed by the social care worker and stated the house rules etc of the placement. It will also contain the start dates and the support needs.

Referral – this is the form that is sent to Shared Lives with the customers information.

We can give you this information in any other way, style or language that will help you access it. Please contact us on **01332 640777** or **derby.gov.uk/signing-service**

Punjabi

ਇਹ ਜਾਣਕਾਰੀ ਅਸੀਂ ਤੁਹਾਨੂੰ ਕਿਸੇ ਵੀ ਹੋਰ ਤਰੀਕੇ ਨਾਲ, ਕਿਸੇ ਵੀ ਹੋਰ ਰੂਪ ਜਾਂ ਬੋਲੀ ਵਿੱਚ ਦੇ ਸਕਦੇ ਹਾਂ, ਜਿਹੜੀ ਇਸ ਤੱਕ ਪਹੁੰਚ ਕਰਨ ਵਿੱਚ ਤੁਹਾਡੀ ਸਹਾਇਤਾ ਕਰ ਸਕਦੀ ਹੋਵੇ। ਕਿਰਪਾ ਕਰਕੇ ਸਾਡੇ ਨਾਲ ਇੱਥੇ ਸੰਪਰਕ ਕਰੋ: **01332 640777** ਜਾਂ **derby.gov.uk/signing-service**

Polish

Aby ułatwić Państwu dostęp do tych informacji, możemy je Państwu przekazać w innym formacie, stylu lub języku. Prosimy o kontakt: **01332 640777** lub **derby.gov.uk/signing-service**

Slovak

Túto informáciu vám môžeme poskytnúť iným spôsobom, štýlom alebo v inom jazyku, ktorý vám pomôže k jej sprístupneniu. Prosím, kontaktujte nás na tel. č.: **01332 640777** alebo na stránke **derby.gov.uk/signing-service**

Urdu

یہ معلومات ہم آپ کو کسی دیگر ایسے طریقے ، انداز اور زبان میں مہیا کر سکتے ہیں جو اس تک رسائی میں آپ کی مدد کرے۔ براہ کرم **01332 640777** یا **derby.gov.uk/signing-service** پر ہم سے رابطہ کریں

