



## THE RAP PROJECT

### Referrals, Assessments and Packages of Care In Adult Personal Social Services

### September 2006 Newsletter

#### **RAP return 2006-07**

We have received completed returns from ALL 150 councils in England. The RAP team appreciates the effort and time taken in the submission and updates of the returns to coincide with final PAF PIs.

We are now processing the data with the intention to publish a National Summary for 2005-06 in December 2006; the final report including CSSR tables are for 2005-06 for publication in February 2007.

#### **Formal data collection requirements for 2006-07**

We wish to draw your attention to a letter (dated 30 September 2006) from The Information Centre for health and social care (The IC) containing formal notification of the Social Services data returns, which councils are required to make for 2006-07. Further information, including details of how data should be submitted to The IC is included within this letter, which is available from: <http://www.ic.nhs.uk/pss/returns/2007>

This letter is also being sent to all other IC information contacts and to Directors of Adult Social Services.

#### **Changes to RAP 2006-07:**

- (i) Form P2s page 7  
New table introduced to P2s (**NOW** P2s page 7) is entitled: **Number of clients on the books to receive community-based services on the last day of the period, provided or commissioned by the CSSR, by selected components of service, primary client type and age group.** This table will collect data on the number of clients planned to receive services via an 'Individual Budget'. Please note that this table will only be applicable to those councils involved in the 'Individual Budget' pilots (details were sent out in April 2006) and must be completed.

- (ii) Form P2s page 8  
Old P2s page 7 is renumbered as the new **P2s page 8**. The table and its contents remain the same as the previous (2005-06) return year.
- (iii) P4 tables  
The P4 tables on breakdown relating to ethnicity have been split into age groups creating two additional tables. The return references, page numbers and titles have been renamed, renumbered, and where appropriate, re-titled as follows (notable changes are highlighted in 'teal'):
- a) **P4 Page 1 – Ethnicity by service type for the 18 – 64 age group only**  
Number of clients receiving services during the period, provided or commissioned by the CSSR, by ethnicity, service type, primary client type and age group.
- b) **P4 Page 2 – Ethnicity by service type for the 65 and over age group only**  
Number of clients receiving services during the period, provided or commissioned by the CSSR, ethnicity, service type, primary client type and age group.
- c) **P4 Page 3 – Ethnicity by primary client type for the 18 – 64 age group only**  
Number of clients receiving services during the period, provided or commissioned by the CSSR, by ethnicity, service type, primary client type and age group.
- d) **P4 Page 4 – Ethnicity by primary client type for the 65 and over age group only**  
Number of clients receiving services during the period, provided or commissioned by the CSSR, by ethnicity, service type, primary client type and age group.
- e) **P4 Page 5 – All ages**  
Number of clients receiving services during the period, provided or commissioned by the CSSR, by ethnicity, service type, primary client type and age group.
- (iv) Re-titling of 'C' returns  
The titles for the 'C' returns have been reworded to avoid the confusion caused during 2005-06 around the descriptions of what data needs to be collected (i.e. by carer or by cared for person). It may be useful to remember that **page 1** of C1 and C2 should show data broken down by the **age of the carer** and **page 2** should show data broken down the **age of the person cared for**.
- a) **C1 Page 1 – Number of carers for whom assessments or reviews were completed during the period by age group of carer**
- b) **C1 Page 2 – Number of carers for whom assessments or reviews were completed during the period, by client group and age group of person cared for by the carer**
- c) **C1 Page 3 – Number of carers for whom assessments or reviews were completed during the period, by (i) age group of carer, and client group and (ii) age group of person cared for by the carer.**
- d) **C2 Page 1 – Number of carers receiving different types of services provided as an outcome of an assessment or review, by age group of carer**

- e) **C2 Page 2 – Number of carers receiving different types of services provided as an outcome of an assessment or review by client group and age group of person cared for by the carer**
  - f) **C1 Page 3 – Number of carers receiving different types of services provided as an outcome of an assessment or review, by (i) age group of carer, and (ii) client group and age group of person cared for by the carer.**
- (v) Revised PI number for E50  
Although the following item is not a change within the RAP return itself, it is important to be aware of the revision:  
Performance Indicator E50 has been renamed to **E82**.

### **RAP Guidance and forms**

The 2006-07 RAP guidance and proformas will shortly be available from <http://www.ic.nhs.uk/pss/returns/2007>. Additional queries can also be consulted through the updated Frequently Asked Questions (FAQs) and Waiting Times Summary. The document titles are listed below for information:

- Information and guidance for the Referrals, Assessments and Packages of Care collection (RAP)
- Proformas for the Referrals, Assessments and Packages of Care collection (RAP)
- Frequently Asked Questions for the Referrals, Assessments and Packages of Care collection (RAP)
- Waiting times summary and guidance for councils to sample data for the waiting times indicators

### **Forthcoming guidance**

Although the RAP guidance will be issued within the next week, there are still a number of items that are currently being considered for inclusion:

- Telecare
- Definition of Dementia
- Lists of Equipment
- Respite Care/Short-Term Break

We will keep you informed as to when these items will be incorporated into the RAP guidance and provide you with the final version(s).

### **LA RAP contact details**

Occasionally, we are asked by TWG (**now SIGAS** – Strategic Information Group on Adult Social Care) LA members and other LA contacts to provide them with the email address of all or a selection of the RAP contacts. Up to now we have not provided details outside of a LA, and only given names to those within the same LA. In the future, we would like to make LA RAP contact details available (within reason) to those who request them. However, we appreciate that you may wish to ‘opt out’ of this scheme in passing your details (email address and/or phone number) on request to others. It is particularly encouraged that you express your views, if you do not wish for your details to be disseminated widely, directly to the RAP mailbox, clearly marked ‘**opting out**’, by the **31 October 2006**. If no formal written consent is

received by this date, we will automatically assume that you are happy with this arrangement.



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### **Grant Funded Services**

The final version of the Grant Funded Services is now available from: <http://www.ic.nhs.uk/pss/returns/2007>. This was sent to all KS1 contacts from the Adult Social Care Information Development (ASCID) team. A previous version was sent out earlier this year without the calculation sheet. The form itself remains unchanged but we have taken the opportunity to reword the guidance in some areas to reflect comments and queries received. The main point of clarification is that the return relates to organisations and schemes that receive funding from social services budgets. The return does however ask what other funding is provided to the same organisations from other parts of the authority. For further information and/or guidance, please contact Mike Barker directly through the ASCID mailbox: [ASCID@ic.nhs.uk](mailto:ASCID@ic.nhs.uk).

### **Individual contact e-mail addresses and phone numbers:**

#### **Collection team:**

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#### **Dissemination team:**

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#### **Generic RAP mailbox (for all queries):**

[RAP@ic.nhs.uk](mailto:RAP@ic.nhs.uk)

**ANNABELLE MCGUIRE**

September 2006