



THE RAP PROJECT

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

July 2008 Newsletter

1 RAP for 2007-08

The Information Centre's Social Care Collection Team has been error checking the RAP returns in preparation for the first cut of PAF data. Many thanks to all councils that have responded promptly to queries regarding required changes, amendments or clarifications to the data.

The first cut of PAF data was extracted from the IDC on 28th July; this data will feed into the provisional PAF indicators to be calculated by CSCI and supplied to CASSRs in August.

2 Response Times

We are pleased to announce that all 150 CASSRs have fully authorised their 2007/08 RAP returns on the IDC; many thanks to those councils that achieved the 31st May deadline.

- In the 2007/08 collection, 136 councils had returned their data by the deadline date, compared to 121 returns received in 2006/07.

It is recognised and acknowledged that in the vast majority of cases there is a marked improvement in the timeliness of submissions from 2005/06 to 2007/08. We would like to express our appreciation and thanks to councils for working so hard in order to meet the deadlines in the submission of their data.

3 Review of Collections

The final stage of the review of collections is now underway; details of the 12 week consultation process were recently e-mailed to all Information Leads in CASSRs.

Documentation relating to the review of collections and the National Statistics Consultation can be found on the IC website, web links are included at the end of this newsletter.

4 NIS

From 2008-09 the new National Indicator Set will replace the current PAF indicators. CASSRs should already have received notification of how this will affect their data returns for 2008-09. Queries relating to the new National Indicator Set (NIS) should be directed to The Audit Commission - <http://www.audit-commission.gov.uk/performance/ni-contact.asp>

5 Review of Guidance

Information and Advice for carers - there have been calls for the definition of what constitutes "information and advice" to be clarified. Although "specific carers' services" are defined in the RAP guidance, "information and advice" is not perceived to be as clear, causing some concern that this may be open to misinterpretation.

The current RAP guidance gives examples of what may be included as "Information and advice" (see below) however we are unable to give an exhaustive list.

Examples of what may be included as "information and advice"

- social service phone number for emergencies;

- national voluntary sector contact information;
- local numbers if available;
- national financial support line number;
- general advice on back care / moving and handling;
- anything else relevant to the individual circumstances.

At the ARG meeting in July it was agreed that the simple act of giving out leaflets should not be recorded as information and advice in RAP if this is the only outcome of a carer's assessment or review.

Professional Support - The definition for what can be included and what should be excluded with regards to professional support in RAP continues to be of concern to many CASSRs.

The ARG meeting in July agreed that the following should be added to the definition of professional support given in the RAP Guidance: professionals who provide **active, ongoing support** for the client that goes beyond the normal assessment and review process.

These clarifications will be included in the RAP Guidance for 2008-09 which is currently being revised.

6 Amendment to Validation Check wording

It has come to our attention that the wording of the second validation check for P4 page 3 and 4 (section 1.17 on page 8 of [validation checks for RAP 2007-08](#)) is incorrect.

This validation rule should read: "The sum of the primary client types for each ethnic group on P4 page 3 or 4 should equal the Total of all clients' figure for the relevant ethnic group on P4 page 1 or 2 (i.e. 18-64 or 65+)".

This will be amended for the 2008-09 document.

7 Cut-off dates for RAP return 2007/08

Data for the 2nd cut of PAF must be authorised by 27th August 2008 it will then be taken from the IDC and be provided to CASSRs in October 2008 as council level tables (without regional or national estimates). Details of this early publication can be found here:

<http://www.ic.nhs.uk/webfiles/Services/Social%20care/ARG/2008/July%20mtg/Publishing%20Data%20Earlier%20draft.pdf>

8 Amending RAP data for 2007-08

If you need the status of your RAP return changing from 'authorised' to 'in progress' to make amendments please contact Gill Birk-Telford at RAP@ic.nhs.uk (Tel: 0113 254 7173)

NB Both Data Manager (MAN) and Data User (DAT) will be able to enter and edit data but it is only Data Manager (MAN) who can authorise submission of the return. Once a form has been authorised you will not be able to make any changes to the data in the form.

If you encounter any technical problems with your return, please e-mail RAP@ic.nhs.uk explaining the nature of the problem. Your message will be passed on to our IT Department in order to take immediate action.

If there are any problems with passwords these can be reset by telephoning the Contact Centre at the Information Centre on **0845 300 6016** e-mail: enquiries@ic.nhs.uk

NB A number of errors have been flagged up by the validation checks on the IDC this year purely because data entry pages have not been saved following data changes. This has resulted in frustration for councils as it required unnecessary explanations to be provided. Please ensure that when entering or amending data the save button is clicked before moving on or authorising the page.

9. Individual contact details:

9.1 Collection team:

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9.2 Dissemination team:

paul.niblett@ic.nhs.uk 0113 254 7028
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9.3 Generic RAP mailbox (for all queries) RAP@ic.nhs.uk

9.4 For RAP data requests socialcarequeries@ic.nhs.uk

9.5 Fax: 0113 254 7165

10. Useful Web Links:

RAP information for 2007/08:

<http://www.ic.nhs.uk/our-services/improving-social-care-information/social-care-collections/collections-2008>

Adult Review Group (ARG):

<http://www.ic.nhs.uk/our-services/improving-social-care-information/review-approval-and-development/adult-review-group>

Strategic Information Group for Adult Social Care (SIGASC):

<http://www.ic.nhs.uk/our-services/improving-social-care-information/review-approval-and-development/sigasc>

A Strategic Direction for Adult Social Care Information:

<http://www.ic.nhs.uk/our-services/improving-social-care-information/social-care-collections/a-strategic-direction-for-adult-social-care-information>

National Statistics Consultation on Adult Social Care Collections:

www.ic.nhs.uk/socialcareconsultation

Michael Oxley
Information Centre
July 2008