

STATEMENT OF PURPOSE - PART TWO - SERVICE SPECIFIC INFORMATION

Printed copies are for reference only. Please refer to electronic copy for most recent information.

This document is Part Two of the Statement of Purpose. The information in this document is completed by the Manager and accompanies the [STATEMENT OF PURPOSE - PART ONE](#).

A copy of this document will be made available on request. Managers of registered services will also ensure that the relevant regulator and service users or their representatives are notified of any material changes to the Statement of Purpose within 28 days.

15/01/2024

1 AIMS OF BIRMINGHAM SUPPORTED LIVING SERVICE

The service will provide appropriate quality care and/or support to individuals with **Mental ill Health, Learning Disabilities, Personality Disorder and Autism and Domiciliary care** who are assessed as requiring this input to enable them to live as independently as possible in their own community.

2 FACILITIES AND SERVICES

2.1 Service Management

The person carrying out the business of the service is **Amanda Gray Care Director of Care Services Unit One Gillman group Chip Stead Road Erdington Birmingham west midlands B23 5HD Tel. 35371920200 Email. amadagr@praxiscare.ie**
Lisa McIvor regional director of care unit one Gillman group Chip Stead Road B23 5HD 353416871904 lisamcivor@praxiscare.org.uk

The person managing the service at a local level is **Georgia Brown Unit One Gillman group Chip Stead Road Erdington Birmingham west midlands B23 5HD** telephone 01213874116 who is responsible to **Salma Jussab** Head of Operations, based at **Unit One Gillman group Chip Stead Road Erdington Birmingham west midlands B23 5HD**

2.2 Management Qualification and Experience

The relevant qualification and experience of the person carrying out the business of the service are as follows:

Georgia Brown manager Level 5 diploma in health and social care leadership management adult, children and young people service And is a mental health First Aider.

The relevant qualifications and experience of **Salma Jussab** are as follows:

NVQ Level 4 Registered Manager Award, NNEB and is a Mental Health First Aider.

STAFF

The staffing structure of the service is as follows:

4 Team leaders care degree/QCF5
1 Administrator
20 support workers

The relevant qualifications and experience of the staff groups are as follows: Team leaders level 5 health and social care, health and social Degree
Administrator degree information technology for business
Support worker all completed their care certificate and Oliver McGowan

A person centred approach to the persons we support needs is implemented and each service user will have a named key worker. Staff are available 24 **hours per day** with day shift starting from 08:00 to 20:00 (12hours shift) and night shift from 20:00 ending at 08:00 (12 shift)

2.3 Operational Partnerships

The service operates as a partnership between Praxis Care, BCC and CCG Praxis care will take full responsibility for all aspect of the service .Each person we support is provided with the appropriate agreements, which

outline the roles and responsibilities of all parties concerned .A person centred approach to Each person we support is implemented and each person we support will have a named Key Worker

Further information on the service can be found in the Service Users Handbook.

2.4 Accommodation

Birmingham supported living service provides bespoke accommodation for person with Mental Health, Autism, Learning Disabilities and personality Disorders.

2.5

- The person will be 18 years old at the time of referral
- The person should be able to show a residency history in the **Birmingham Location**
- The person should meet the criteria as defined by Birmingham city council and the CCG
- The person will show a range of both **care and/or support** needs which the Admission Panel feel is appropriate with the level on offer in the service
- The person will be agreeable to the referral being made and, where possible, will have had an opportunity to view the services offered

2.6 Referral Process

Referrals will only be accepted from **CCG,BCC ,CDLT and social workers** Referral agents from outside the geographical area should, in the first instance, contact Georgia Brown on 01213874116or 07811724130

- An application form must be fully completed and include information on risk.
- The applicant and carer (if so desired) will be invited to visit the service and discuss his/her needs with Praxis Care staff.
- An Admission Panel will meet to consider all applications. The referral agent will be invited to discuss the application and provide further information/clarification as appropriate.
- The Panel's decision will be communicated to the referral agent as soon as possible and will always be followed up with a written explanation of the decision.

- An Appeals Procedure is in place if a prospective applicant is not satisfied with the outcome from the admissions panel.
- Prospective person we support will be provided with as much information as possible about the service to help him/her make a decision about whether or not he/she wants to receive care and/or support. Praxis Care offers the opportunity for a prospective person we support to visit the accommodation/service and meet and talk with person we support and staff. The organisation is happy for a prospective persons we support to involve his/her friends/family before making the final decision about placement or commencement of service.
- If it is felt that the accommodation or service is not suitable for a particular person, advice will be given on how to look for help elsewhere. This will only happen after full and inclusive discussions with all relevant parties.

2.7 Receiving a Service

Potential person we support will have his/her needs thoroughly assessed before being accepted to the service; this is intended to provide each person we support with the best possible information on which to make an informed choice about his/her future.

2.8 Person we support Plan of Care

Praxis Care works with person we support, and his/her friends, relatives or representatives (if appropriate) to draw up a written plan of the support the organisation will aim to provide. The plan sets out the persons we support needs, risks that need management, support/care provided and desired outcomes.

At least once a month, each person we support plan is reviewed. There is a formal review process at 6 months after first placement and at least annually thereafter. An emergency review can be convened at any time. From time to time further assessments of the person we support needs are required to ensure that the support provided by the organisation is relevant to helping the person we support achieve his/her full potential.

Every person we support keeps a copy of his/her own Assessment & Plan and is encouraged to participate as fully as possible in the support planning process.

2.9 The Range of Support/Care

The service endeavours to meet the following needs: Please note this is not an exhaustive list

2.9.1 Housing Support

- Assistance acquiring essential household items
- Locating essential local services
- Paying bills
- Maintaining the property
- Safety issues
- Signposting to specialist services
- Budgeting
- Good neighbour / dealing with disputes
- Essential daily living tasks
- Emotional support
- Supporting people to comply with treatment
- Where appropriate, notifying agencies of concerns about a service user

2.9.2 Care Tasks

- Administering medications
- Health care
- Specific rehabilitation tasks
- Intensive / therapeutic behaviour management
- Supervision of people at night - time
- Personal care

2.9.3 Social Activities, Hobbies and Leisure Interests

Praxis Care will try to make it possible for person we support to live his/her life as fully as possible. In particular, it will do the following:-

1. As part of the moving-in/commencement of service process, potential person we support will be encouraged to share as much information as possible about his/her social, cultural and leisure interests.
2. Person we support will be helped to continue to enjoy a range of individual and group activities and interests, both inside and outside the accommodation, to carry on with existing hobbies, pursuits and relationships, and to explore new avenues and experiences. In group living settings, all person we support are entitled to use the dining room, the communal lounges, other sitting and circulating areas, and the grounds of the scheme but those who wish, may remain in his/her own rooms. Person we

support are encouraged to personalise their rooms with small items of furniture and other possessions, and individual preferences in matters of decoration and furnishings are encouraged.

3. In partnership with persons we support, social and leisure activities will be designed to form the basis of the communal content of the life of the scheme/service. Friendships among persons we support will be facilitated and it is hoped that service users will enjoy being part of a community, but there is no compulsion on a person we support to join in any of the communal social activities.
4. With the full and inclusive involvement of person we support, local councillors, members of parliament, representatives of voluntary organisations, students, school children and others will be encouraged to visit schemes/services.
5. Recognise that risk-taking is a vital and often enjoyable part of life and of social activity and that some person we support will wish to take certain risks despite or even because of his/her disability. Praxis Care does not aim to provide a totally risk-free environment though care will be taken to ensure that person we support are not subjected to unnecessary hazards. When a person we support wishes to take part in any activity which could involve risk, a thorough risk assessment will be carried out with that individual, involving relatives, friend or representative, if desired and Praxis Care will agree and record action which will appropriately balance the factors involved. Such risk assessments will be regularly reviewed, with the participation of all parties.
6. For the benefit of all person we support and staff, the communal areas of the accommodation are designated as non-smoking. Service users may smoke in designated smoking areas only.
7. There may be a charge associated with some social activities and services; where this applies, the details will be made clear to the person we support in advance.

2.9.4 Consulting Service Users about the Way the Service Operates

Praxis Care aims to give service users opportunities to participate in all aspects of life in the accommodation/service. In particular, person we support are regularly consulted both individually and corporately about the way the accommodation/service is run.

The organisation's objective is always to make the process of managing and running the service as transparent as possible, and to ensure that the service has an open, positive and inclusive atmosphere.

Person we support will have the care/support he/she receives reviewed at least annually. Regular service users meetings are held and input is sought on matters relating to the everyday running of the scheme.

Satisfaction surveys are carried out at least annually with actions completed in response to feedback. Praxis Care staff are always keen to hear from person we support and representatives. Heads of Operations will endeavour to make contact with persons we support and, where appropriate their representative on a monthly basis as part of the organisation's monitoring processes.

2.9.5 Fire Precautions, Emergency Procedures and Safe Working Practices

All service users are made aware of the action to be taken in the event of a fire or other emergency, and copies of the service's fire safety policy and procedures are available on request. Regular fire drills are conducted, where appropriate, and information is displayed through the building to guide all persons in the event of a fire. All staff have training in First Aid in the event of an emergency. The service conforms to all relevant government guidance on promoting and protecting the health, safety and welfare of person we support and staff.

Fire system is managed by a nest system sand by Blu innovation and regularly managed by fire safety net LTD 0154370172

2.9.6 Arrangements for Religious Observances

Persons we support who wish to practise their faith will be given every possible support to do so. In particular, Praxis Care will do the following:

- Make contact with any local place of worship on a service user's behalf, if requested. The organisation can usually arrange for a minister or a member of the relevant organisation to visit a service user.
- Take particular care to try to meet the needs of service users from minority faiths. These should be discussed with the manager the service commences.

2.9.7 Relatives, Friends and Representatives

- Persons we support are given every possible help to maintain and retain the links with families and friends.

- If a person we support wishes, their friends and relatives are welcome to visit at a time convenient to the service user and to become involved in daily routines and activities.
- If a person we support wishes to be represented in any dealings with the accommodation/service by a nominated friend, relative, professional person or advocate, Praxis Care will respect their wishes and offer all necessary facilities.

2.10 Ending the Service & Moving On

Persons we support may leave Praxis Care services for several reasons. They may no longer require the service, the service may no longer meet their needs, or the service may only be provided for a period of time. Irrespective of the reason for the service ending, the move will be planned and managed with the persons we support in their best interests.