

## SUPPORT PLAN FOR J

My IB amount is: £24,804.00

### A BIT ABOUT ME

I am x years old and I have Asthma, Arthritis and steroid induced Myopathy. This means that I use a wheelchair to get around and need assistance with all aspects of my daily living, including help to monitor my breathing, as this can deteriorate without my knowing and prompt action is necessary to prevent further deterioration in the form of administering drugs. I need to employ several personal assistants for this reason.

We are a fun loving family and whilst we welcome assistants into our home, I like things done in the way that I would do them myself.

P is both T and my responsibility and he is looked after completely under our direction. My personal assistants do not work like nannies; they simply assist me in doing the things for them that I am unable to do myself. My impairment makes me no less of a mother than anyone else and P looks to me for everything.

Currently T has been off sick from work for the last month with tendonitis in his dominant wrist, we are unsure what the cause is and he is currently undergoing extensive tests to diagnose this. I am concerned that the amount of lifting he does may be the cause of his wrist condition.

T also has a heart condition (Mitral Valve Prolapse) which will need surgical repair within the next ten years. Understandably both of these conditions have a massive impact on his ability to continue to support me at the current levels and I am concerned that this caring role is having a detrimental impact on his health.

### MY ASPIRATIONS, WHAT IS AND WHAT ISN'T WORKING IN MY LIFE

#### *What is working and what I'd like to keep the same:*

1. Work - I enjoy being able to work and want to continue to do so - both paid and voluntary.
2. Maintain current level of health - I need to maintain this level to enable me to remain in work and my level of independence.
3. Direct Payment - having control over my care and PA support, making decisions and the choice it gives me.

#### *What is not working, what is difficult and what I want to change:*

1. I would like to be able to work more.
2. I have fluctuating levels of energy, which impact on my independence and the levels of support I need.
3. I would like to be less dependent on my husband, T and do not want to become dependent on my son, P, aged 11 years. I would like to regain my marital relationship with T and reduce the care and PA support T provides.
4. T currently lifts me. Would ideally like for him not to have to do this.
5. Access in and out of my home is difficult. This is due to high thresholds at front and rear door. I am unable to currently access the garden - I would like to be able to use my garden.
6. I am unable to walk my dogs and so this falls on T as P is not strong enough to. I would love to be able to walk my own dogs.
7. Making sure P gets to and from school safely - I am unable to participate in school runs.
8. I am not able, with current support, to be involved in social activities with P, such as taking him to Boys' Brigade or swimming, etc.
9. To be able to help and be more involved in P' education.
10. Due to my breathing difficulties, it is vital that my home is dust and mould-free. My current support does not provide me with the level of hygiene I require.
11. Holidays - T, P and I have not been able to take proper holidays together. This is as T spends the entire holiday providing me with care. This is not a holiday for him, me or P! I would like to have PA support come with me to enable T, P and I to enjoy a holiday together as a family.

Things Most Important to Me Are:

1. To stay out of hospital and maintain level of health.
2. Rely less on T for PA support and for him to have to do less around the house.
3. Have a more accessible home.
4. My family relationships are very important to me.
5. Supporting P.

6. Preventing T's own health from deteriorating.
7. Keeping my home clean and safe for me.

### What I Bring to Make the Changes I Want

#### Personal Resources

- I think laterally
- I have good negotiation skills
- Good peer support
- facilitator
- sales and marketing
- advocate
- I am good at adapting to change
- mentor
- I am a disability equality trainer
- role model

#### Physical Resources

Home, stair lift, wheelchairs, accessible car, hoist, portable oxygen, oxygen concentrator, laptop and wireless Internet, telephone, electric bed, toilet frames, electronic door entry system, PA support, electric garage door, bath board, nebulizers.

#### Knowledge Resources

- Direct payment user
- Disabled parents network
- WORK
- ILA

#### People Resource

- Networking - DoH, Community Care,
- Karen Wright
- T (husband)
- National Centre for Independent living
- Kate Murray
- Local Authority
- PA's
- support planner
- Friends

### What Support Do I Need to Make the Changes I Want?

- Care coordinator to manage PA's, rotas, sick leave, etc.

- Builders to make improvements to my home and make it accessible - quotes needed.
- PA's to provide me with support I need to maintain independence
- Air conditioning company to provide estimate for installing air conditioning as this will help my health, especially during the summer when the heat impacts further on my health and energy levels.
- Adaptations - three threshold ramps for front door, back door and conservatory door to enable access to garden/patio. The patio may need widening as it is too narrow at present for me to exit and turn my wheelchair in order to access the garden. I may need to look at topping up funds for this as I do not want to have only one access made better accessible, I.E. my front door as well.

Support I Need on a Daily Basis

**Every Night:** assistance and support to access the toilet; monitoring my health as I could require medication/oxygen at any time. Being made comfortable in bed.

**Daily Support:**

<b>MON</b>	<b>Morning:</b> Getting up; washed and dressed; have breakfast and get P to school and on-going monitoring of health levels. Help with toileting.	<b>12 - 6:</b> Support with lunch; various support with household cleaning; shopping; picking P up from school, meal preparation and on-going monitoring of health levels. Help with toileting.	<b>6 pm →</b> Support with cooking for me and family; evening pc; getting into bed; parenting and on-going monitoring of health levels. Help with toileting.
<b>Paid support</b>	<b>4½ hours</b>	<b>4½ hours</b>	<i>All met by T; unpaid</i>
<b>TUE</b>	Hygiene clean	Meal preparation; picking P up	As above
<b>All other support from 8.30am funded by WORK until 4 pm</b>			
<b>Paid support</b>	<b>2 hours</b>	<b>2 hours</b>	<b>1 hour</b> <i>All other met by T; unpaid</i>
<b>WED</b>	As Monday	As Monday	As Monday
<b>Paid support</b>	<b>4½ hours</b>	<b>4 ½ hours</b>	<i>All met by T; unpaid</i>

THUR	Thorough clean by cleaning company x 2 people	(WORK 8.30am until 4 pm) meal preparation, collect P	As Monday
Paid support	3 hours	2 hours	1 hour <i>all other met by T; unpaid</i>
FRI	As Monday	As Monday	As Monday
Paid support	4½ hours	4½ hours	<i>All met by T; unpaid</i>
SAT	Getting up, washed & dressed; breakfast; monitoring of health levels. House clean. Help with toileting.	Prepare and cook lunch; health levels monitored (ironing and housework to give T respite). Help with toileting.	Evening pc; getting ready for bed; parenting. and on-going monitoring of health levels. Help with toileting.
Paid support	<i>All met by T; unpaid</i>	(2 hours)	<i>All Met by T; unpaid</i>
SUN	As Saturday	prepare lunch and cook; monitor health levels. Help with toileting.	As Saturday
Paid support	← <i>All met by T- unpaid</i> →		

Total paid support per week = 42 hours

Who will support me? When, type of support, paid by;

Work - Tue and Thur 8.30 - 4 pm - PA support - funded by work

T - every evening, weekend and overnight - \* - no funding

- T assists me to sort out my bills, budget, and sort any queries with benefit. He helps me get up and ready, helps me with toileting, Meal preparation, food shopping, medication, monitors my health, takes P to all his evening and weekend clubs such as Boys' Brigade. T also monitors my night time needs and helps me access the toilet during the night - personal care evening and night. This means he never gets a good night's sleep.

For the support I need I have job descriptions attached. This is for PA and personal assistant's support coordinator.

## ***JOB DESCRIPTION***

### **PA SUPPORT COORDINATOR**

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**JOB REQUIREMENTS** Previous experience within a care setting, managerial experience and good organisational skills.

**RESPONSIBLE TO** - Employer

#### **BRIEF**

X is 7 years old and has brittle Asthma, arthritis and steroid induced Myopathy. This means that she uses a wheelchair to get around. She needs assistance with some aspects of her daily living and employs several personal assistants for this reason.

X lives with her husband, T, and her son P. P is almost eleven. They live in a House in **WW Essex**.

They are a fun loving family and whilst they welcome assistants into their home, X likes things done in the way that she would do them herself. She expects total reliability and good timekeeping is essential. Working with X requires the confidence and ability to use your own initiative whilst at the same time, working under instruction.

P is X and T's responsibility and he is looked after completely under their direction. J's personal assistants do not work like nannies; they simply assist X in doing the things for them that she is unable to do herself. Her disability makes her no less of a mother than anyone else and the children look to her for everything.

X works part time in both paid and voluntary employment. X requires a PA Support coordinator to organise and manage the personal assistants she employs.

There are already some personal assistants in place and everyone has their own set hours, however, a certain amount of flexibility is required so that everyone helps out if others are away.

The hours covered are while T is at work and are normally 08.30 to 17.30 Monday to Friday. Although some hours may be required outside of these time, with the agreement of both parties.

## **JOB RELATED TASKS**

### ***Responsibility of managing PA's rotas***

To ensure that weekly Rotas are completed in advance; as requested by J, and that any cover required for PA's is arranged and for arranging cover for annual and sickness leave. It is also a requirement that you will be able to mediate in the event of any unforeseen situations between staff. That you will be available to PA's either in person or by telephone as arranged within your contracted hours. To remain in close communication with X ; to ensure that she is aware of weekly rotas and annual leave of PA's etc.

### ***Time Sheets and Wages***

Staff already employed by X are on a self employed basis, therefore it is their own responsibility to ensure they pay their own tax and national insurance. It is the coordinators responsibility to ensure that PA's have handed completed time sheets in when required and to complete the appropriate payroll to each PA.

### ***Emergency cover***

It is also a requirement that you would be able to cover in the event of an emergency; where other staff are unable to complete their hours due to sickness etc and other staff unable to cover.

## **PRINCIPLES TO BE ADHERED TO:**

You must be honest and trustworthy

X's personal needs, household needs and the needs of her family must be fulfilled with care, dignity and respect

X's privacy must be respected at all times and confidentiality must be maintained outside her home

The very nature of this job requires commitment and reliability in terms of the hours that you have agreed to work, and good timekeeping is imperative

You must have the confidence and the ability to use your own initiative, whilst at the same time, working under instruction

X must be enabled to lead an independent lifestyle in accordance with her own decisions and wishes

X must be enabled to parent her child in the way that she sees fit

A positive attitude should be encouraged and maintained by everyone at all times

## **HEALTH AND SAFETY**

Attention must be paid to the hygiene, health and safety of yourself and others at all times

## **TRIAL PERIOD**

All assistants are initially employed on a six-month trial basis

## **REFERENCES**

The names, addresses and telephone numbers of two referees to include present or last employer must be provided and all references will be checked

## ***JOB DESCRIPTION***

### **PERSONAL CARE ASSISTANT**

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**JOB REQUIREMENTS** Some experience working within a care setting is useful

**RESPONSIBLE TO** - Employer

## **BRIEF**

X is 72 years old and has brittle asthma, arthritis and steroid induced myopathy. This means that she uses a wheelchair to get around. She needs assistance with some aspects of her daily living and employs several personal assistants for this reason.

X works part time. She organises her personal assistance, as well as other voluntary work.

X lives with her husband, T, and her son P. P is almost eleven. They live in a House in **WW Essex**.

They are a fun loving family and whilst they welcome assistants into their home, X likes things done in the way that she would do them herself. She expects total reliability and good timekeeping is essential. Working with her requires the confidence and ability to use your own initiative whilst at the same time, working under instruction.

You will be fully trained in every aspect of the job, and X will direct you in doing things the way she likes them.

P is X and T's responsibility and he is looked after completely under their direction. X's personal assistants do not work like nannies; they simply assist X in doing the things for them that she is unable to do herself. Her disability makes her no less of a mother than anyone else and the children look to her for everything.

There are already some personal assistants in place and everyone has their own set hours, however, a certain amount of flexibility is required so that everyone helps out if others are away.

The hours covered are while T is at work and are normally 08.30 to 17.30 Monday to Friday. Although some hours may be required outside of these time, with the agreement of both parties.

## **JOB RELATED TASKS**

### ***Personal and Social Tasks***

Washing, bathing, dressing, toileting, socialising, shopping, entertaining, attending outside appointments (eg. physiotherapist, doctor, dentist)  
Administering of nebulisers, Oxygen and epipen as required.

### ***Childcare Tasks***

All tasks relating to the care of their child are carried out under their instructions

### ***Household tasks***

Cooking, cleaning and tidying, washing, ironing, airing and putting away of clothes. See separate list of instructions

### ***Occasional travel***

Driving and accompanying to business meetings, conferences, social events, etc, and providing usual personal care support (some overnight stays required, but this will be by mutual consent)

*Any other task deemed necessary*

## **PRINCIPLES TO BE ADHERED TO:**

You must be honest and trustworthy

X employs a PA support coordinator, who's role is to manage, organise rota's and timesheets and holiday leave etc. PA's working for X will need to work closely with her support co coordinator.

X's personal needs, household needs and the needs of her family must be fulfilled with care, dignity and respect

X 's privacy must be respected at all times and confidentiality must be maintained outside her home

The very nature of this job requires commitment and reliability in terms of the hours that you have agreed to work, and good timekeeping is imperative

You must have the confidence and the ability to use your own initiative, whilst at the same time, working under instruction

X must be enabled to lead an independent lifestyle in accordance with her own decisions and wishes

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**X April 2006**

# BUDGET

## Money In

£24,804

Social Services  
Health - PCT?  
ILF - application in

## Money Out

PA coordinator	£2,288.00 (8 hr week @ 5.50)
National insurance self employed PA's	
Support worker:	£18,564.00 (42 hrs week @ 8.40 hr)
garden	£2,800.00 ramps and access for
on costs/other	
holidays *	£1,000.00 air conditioning
Sickness *	
Sleep in	
On call (built in to PA coordinator, job description and salary)	
Total salary costs	(£20,852)

## Expenses

Travel costs  
Telephone  
Management charge

TOTAL        £        24,652.00

Left over     £            152.00

Obviously not all my aspirations have been met in this plan, as I have not included the ILF money, until it is agreed. I will need to revise the plan if this happens. I feel that I have identified the most important changes needed in this first plan. I would like to include more respite for T if ILF funding is awarded.