

## A11A. CARE PLAN DEVELOPMENT AND DELIVERY

Content:	Illawarra Aboriginal Corporation Policies and Procedures
Version:	1.0
Section:	Home Care
Applies To:	Board, Management and Staff of all IAC Home Care Services
Date:	May 2014 (Review May 2017)

### Background and Purpose

The IAC's Home Care policies articulate our aims, goals and philosophies in caring for our Elders. They explain how the Illawarra Aboriginal Corporation works with its staff, carers and other agencies to ensure that our Elders are afforded the best and most appropriate care and that we meet all of the requirements of the Department of Social Services.

### Principle

The IAC recognises and understands that the roles of the Home Care Coordinator and Home Care staff are critical in ensuring that the planning process is effectively coordinated and implemented and that care planning should be client centred.

The IAC is committed to working with Department of Social Services in an open and positive manner to ensure that care planning supports and is responsive to the needs of our Elders.

### Our Commitment

*The IAC will ensure that:*

- each client will have an individualised care plan that involves their family, friends or advocates
- a designated worker is allocated to coordinate care planning for each Elder
- care plan reviews are held at least every six months and at other significant times.
- care planning decisions and outcomes are recorded on each Elder's care plan and the records include the timeframe and responsibility for decisions to be actioned
- care planning includes a review of all aspects of the Elder's care and their changing needs and interests, and all participants are provided with a copy of the updated care plan
- a thorough assessment of the Elder's individual circumstances and best interests, including health care and social arrangements, the views of the Elder and where appropriate their family are considered when planning for future care

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### COMPLIANCE

*This policy complies with:*

- The Aged Care Act 1997
- Community Care Common Standards
- Home Care Package Program Guidelines

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### REFERENCES

*This policy should be read with:*

- Community Care Common Standards - Standard 2 - Appropriate Access and Service Delivery - 2.3 Care Plan Development and Delivery
- HCPP Guidelines D - Making Use of a Home Care Package