

# Planning your support

*Putting East Riding people first.*





## Introduction

You will have had an assessment, you will have been told if you are eligible for an Individual Budget, how much and also if you have to make any contribution. You might be receiving some services in the meantime for example if you have just come out of hospital.

Now is the time to decide how you want your support (sometimes referred to as “care”) to be organised in the future, and this will be recorded in your support plan. This replaces the old care plan, which was written by social services. The support

plan is YOUR plan, you can write it yourself or with the help of other people, for example family, friends, your advocate. If you don’t have anyone to help with this your care management worker will assist you to find someone, if you like they can help you with it.

## How will I know what is the right support for me?

There are lots of different types of support around – it doesn’t have to be just things like day care or personal support at home, although if this is how you want to spend your Individual Budget this is fine.

You may already be receiving some support that you are happy with, and you can continue with this if you want to.

You will have completed your assessment and this

will have given you the opportunity to think about what is working well for you and what you would like to change, and what sort of support will help you with this.

You can plan any support you like as long as it meets the needs you identified during your assessment and can be paid for from your Individual Budget. Your support should be as flexible as possible; it should keep you healthy,

safe and independent.

There are some things you cannot spend your Individual Budget on and these are:

- Long term residential care
- Nursing care or medicines or other services normally provided by the NHS
- Utility Bills
- Accommodation costs
- Alcohol or tobacco or food
- Gambling
- Anything illegal

## Your support plan

This Plan is developed by you to describe how you will spend your Individual Budget to achieve the goals identified during the assessment. You can manage all the money yourself, or someone can manage it for you including the local authority – see leaflet

4 “Organising Your Support” or talk to your care management worker for more information on this before you write your support plan.

Even if someone else is to spend or manage the Individual Budget on your behalf they must spend it according to what is in

your support plan.

If you need help to write the support plan you can ask family, friends, neighbours etc. We may be able to provide details of someone else that can help, called a “support broker” who will be independent from the council and family

Your support plan continued...

– you may have to pay for this service. You can of course ask your care management worker for help with it – this will be free.

You can be as creative as you like with your

support plan and decide who is going to provide your support and how. There are services and opportunities available for you, and your broker will have ideas to help you achieve your goals.

We have included an example of someone else’s support plan so you can see what is in it but yours does not have to look like this, it must however include the 7 areas described below.

## What must be in your support plan?

You will be given some guidance by your care management worker on what needs to be in your support plan. It needs to include some information about you and what you want to do to keep safe and independent.

### Your support plan will need to cover:

#### 1. Information about you and what is important to you

This is to give a good understanding of you, who you are, your interests and hopes for the future. It is information you will want to pass on to the people who will provide your support so they know what is important to you.

#### 2. What you want to change or achieve

This is about the impact your illness or condition has on you, and should include things that you want to achieve with your Individual Budget. For example you might want to live somewhere more independently, or you might want to change how you get your support, or change how you spend your time. Some things might stay the same. You must be able to achieve these changes or goals

#### 3. How you will be supported

This is where you describe exactly what support or care you will use to achieve your outcomes, and how you will stay safe and independent. It should say what you need, when, who will provide it (e.g. family or paid carer), and how you will manage any risks if there are any. The plan can only be agreed if you know how you want to use your Individual Budget, and only if it does not put you at risk



#### 4. How you will spend your Individual Budget

This will say how you want your Individual Budget to be used, for example as a Cash Individual Budget (for you to spend yourself), or a Managed Individual Budget (someone else will manage the spending for you) or a Virtual Individual Budget (the council arranges your support). It must also put details of costs in – what you will spend on the support you have described above. It must also include a contingency plan to describe what you will do if the main plan goes wrong. The support plan will only be agreed if you put in the detail of how to spend your budget, and that it isn’t spent on anything illegal. It must not cost more than you have in the budget to begin with unless you are prepared to add extra money out of your own pocket.

#### 5. How your support will be managed

This is where you say how it will be managed on a day to day basis. For example, if you are going to employ staff who will sort out wages etc. If someone else is going to manage your support on your behalf you must say who and how they will do it.



What must be in your support plan? continued...

### 6. How you will stay in control of your life

This is where you say what decisions you will be making, and what decisions other people might make for you. For example if someone else is going to manage your money on your behalf you must say so and be clear about how this will be monitored. The plan will not be agreed if it looks as if people are making decisions that you could make for yourself.

### 7. What you are going to do to make this happen – your Action plan (or how you will get from where you are now to where you want to be)

This plan should set out real and measurable things that will happen in the future so that you can look back and see if the support plan is working for you. It will describe each action and say who is responsible for each one and when it should be done and include how it will be checked and problems sorted out. The action plan should relate back to the things you said you wanted to achieve. The plan can only be agreed if it has clear actions

## Agreeing the support plan

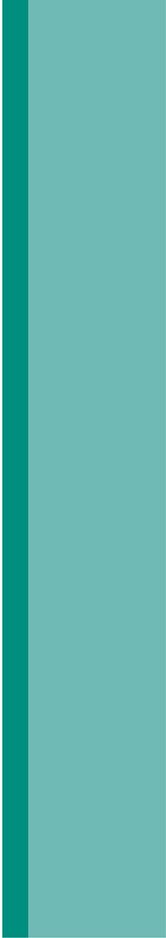
After your support plan is worked out, it will be approved by Adult Care Management, once that is done your Individual Budget can be paid, either directly to you if it is a Cash Individual Budget, or to the organisation or

person of your choice if it is a Managed Individual Budget, or remain with the local authority if it is a Virtual Individual Budget that the council will use to arrange services for you.

If it is a Cash Individual

Budget you will need a bank account for it and will be helped to set one up if you need to.

Once the support plan is agreed you can move on to organising your support – see leaflet 4 “Arranging my Support”



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