



Integration Scheme Consultation

10th December 2014 – 31st January 2015

*Heather Ford and Fiona MacKenzie
Change Managers*



What is an Integration Scheme?

- The ***Legal*** agreement between NHS Fife and Fife Council- ***Body Corporate Model***
- Sets out the arrangements for the new Health and Social Care Partnership.
- Outlines the services for which it is responsible, and how we will work together.

What does it include and how has it been developed?

- 14 sections
- These have been prescribed by Government
- The Scheme has been developed by staff across Fife Council and NHS Fife
- The draft Scheme has been approved, for consultation purposes, by the Shadow Integrated Joint Board comprising: Elected members, members of NHS Fife Board, public, third sector and independent sector representatives.



Health & Social Care Integration

Contents

1. Definitions and Interpretation
2. Local Governance Arrangements
3. Delegation of Functions
4. Local Operational Delivery Arrangements
5. Clinical and Care Governance
6. Chief Officer
7. Workforce
8. Finance
9. Participation and Engagement
10. Information Sharing and Confidentiality
11. Complaints
12. Claims Handling, Liability and Indemnity
13. Risk Management
14. Dispute Resolution Mechanism



1. Definitions and Interpretation

This section defines the terminology used within the Public Bodies (Joint Working) (Scotland) Act 2014, known as “The Act” and the key areas which must be provided in relation to the regulations.



Definitions and Interpretation

Includes:

- Formal establishment of an “Integration Joint Board”
- Development of an Integration Scheme
- Development of a Strategic Plan - and state how the new Partnership will work together to achieve this.



2. Local Governance Arrangements

- The arrangements for appointing the voting membership of the Integration Joint Board.
- Who will appoint them, and the period they will hold office.
- Voting - 8 Elected Council members, 8 NHS Board members.
- Non Voting -Chief Social Work Officer and the Director of Health and Social Care.



Additional non voting members to be appointed.

- Staff representatives from NHS and Council.
- Third sector representative
- Service users representative
- Persons providing unpaid care
- Registered Medical practitioner
- Registered Nurse

3. Delegation of Functions

- This section stipulates the functions and services which will be delegated from NHS Fife and from Fife Council to the Integration Joint Board.
- Asks whether any other services in the “may” category should be included

4. Local Operational Delivery Arrangements

- The monitoring and reporting arrangements that will need to be in place in relation to the Integrated Services outlined in section 3.
- Reporting arrangements will be in place by April 2016 in line with the Strategic Plan
- Reviewed regular in line with Strategic Plan

5. Clinical and Care Governance

- This section relates to the arrangements that will be put in place to ensure that the quality of care delivered meets the safety and welfare needs of the people using the joint services of the new Partnership.
- It includes mechanisms for reporting, professional supervision, advice and accountability.



Clinical and Care Governance cont.

- States that the accountability remains with NHS Fife and Fife Council
- Highlights that staff may be managed by someone from another organisation and / or profession.

6. Chief Officer – Director of Health and Social Care

- This section states that the Chief Officer reports to The Chief Executives of Fife Council and NHS Fife.
- Outlines the responsibilities of the Chief Officer.
- The Chief Officer will have a management team who will deputise as required.
- The Chief Officer will establish and maintain effective relationships with key stakeholders.

7. Workforce

- The employment status of staff will not change.
- A detailed workforce plan will be incorporated into the Strategic Plan – completed by April 2016
- Statutory professional supervision will continue as in existing arrangements.



Workforce cont.

- Future service changes will be developed on a planned and coordinated basis involving the full engagement of those affected by the changes.
- Established policies and procedures and the relationship with the Trade Unions will continue.

8. Finance

- This section includes the financial management and reporting arrangements in relation to the resources and budget that will be delegated to the Integration Joint Board.
- The Chief Financial Officer will give financial management support including preparation of monthly and annual accounts.



Finance cont.

- How payments will be made including determining the allocation to the Integrated Joint Board
- How budget variances will be managed.
- Reporting arrangements and forecasting.
- The financial elements of the Strategic Plan

9. Participation and Engagement

- Provides an overview of the stakeholders who were consulted in the development of the Integration Scheme.
- The arrangements to determine what will be put in place to ensure full engagement and participation in the future.
- The participation and engagement strategy will be developed by 1st April 2016.

10. Information Sharing and Confidentiality

- This section states that the parties will develop an 'Information Sharing Protocol' (ISP) as part of their existing agreement to use the 'Scottish Accord on the Sharing of Personal Information' (SASPI).
- It also describes the processes and procedures that will be put in place to enable sharing of personal information while ensuring the rights of all involved are properly protected.

11. Complaints

- This section states that the Integration Joint Board aspires to have a single streamlined process for complaints relating to integrated services.
- Existing systems will continue to be used and the parties will work together to prepare a joint response wherever possible.

12. Claims Handling, Liability and Indemnity

- The parties and the Integration Joint Board recognise that they could receive a claim arising from or which relates to the work undertaken on behalf of the Integration Joint Board.
- It states the laws that will continue to apply, the responsibilities for such claims and the speed and manner in which they should be treated.

13. Risk Management

- This section states that a range of risks must be identified in relation to the safety, security and continuity of services provided.
- The parties will develop a shared risk management strategy.
- Processes and procedures must be developed to manage and mitigate risk where possible.



14. Dispute Resolution Mechanism

- The process that will be followed where either of the parties fails to agree with the other or with the Integration Joint Board on any issue related to the Integration Scheme.
- Mediation arrangements will be in place.
- Unresolved issues will be referred to the Scottish Ministers.

What happens next

- Consultation ends 31st January 2015
- The Shadow Board will receive final report based on responses, and agree final draft.
- Final Draft submitted to Fife Councils executive and NHS Fife Board for approval.
- Shadow Board considers any changes required, and approves the final Scheme for submission to Scottish Government by 31st March 2015.



Get involved.

- Go on-line to view the full Integration Scheme and complete the questionnaire at www.fifedirect.org.uk/integration
- Call 03451 555555 ext 444230 to request a full printed copy of the Integration Scheme, questionnaire and freepost envelope.