

CLDS: Transferring case to CHC (in borough)

For individuals who are being supported by the Learning Disabilities Team, with a social care funded service, and are now being transferred to LD Continuing Healthcare, there is a process on Mosaic to be followed.

Transferring the case to CLDS Health:

As the individual has an ongoing service and a recent change in condition/ need, you will be working from a **Support plan updates/ Review** workflow step, detailing this change in circumstance.

1. For CHC, you will have completed a checklist (word document outside of Mosaic) which needs to be uploaded under the paperclip icon in the toolbar.

What Matters – Support Plan Updates/Review : Guide Test (2174921)							
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2. Next, using the request icon in the toolbar, send a task of **CHC Assessment (CLDS Only)**, to *Duty Manager CLDS Health*, notifying the CLDS Health team:

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A What Matters – Support Plan Updates/Review							
New Request							
Sections							
1. Basic Details	Request Type	 Status (Date) 	Assigned To				
2. Details and reason for conversation	CHC Assessment (CLDS only)	8					
3. Short-term Action	O Enhanced Reablement Services - Authorisation	Ē					
Plan	O Support Plan - Manager Decision	Ē					
4. Wellbeing and eligibility							
5. Outcomes and	Note	~					
6 Support Plan Decision		\checkmark					
7. Actions Taken							
indicates completed section	Pass to Worker* Please Select Duty Manager CLDS Health						
	arPhi This request will be sent when you next save or when next automatic sa	ave occurs.					



3. Save and close this workflow (you can continue resuming your Review workflow as needed), and wait for CLDS Health to complete their actions.

4. CLDS Health managers will pick up this task, and authorise it. They will also upload their relevant CHC documents.

5. Once they have done so, you then need to resume this Support plan updates/review workflow, and send **two** actions as an outcome:

• CHC Review (CLDS only)- which is set for 3 months' time as a default- and pass to CLDS Integrated Team- Health Funded:

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	2. Details and reason for conversation		Scheduled	Jate 30/0	4/2020]		
	3. Short-term Action Plan		Pass to w	orker Find	Clear Assign To	Ме		
	4. Wellbeing and eligibility							
	5. Outcomes and		Pass to	team Ple CLDS	ase Select 6 Integrated Team - Health	Funded		
	Support Plan			Note				
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• Send the relevant purchasing workflow (in relation to the service currently in place), to the Purchasing Team, and detail in the note section that the cost centre (attached to the existing service) needs to be changed to **LD Continuing Care**:

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A What Matters – Support Plan Updates/Review						
	Next actions					
1. Basic Details	Select action	Purchase Services (Community Services)				
2. Details and reason for conversation		Send Immediately?				
3. Short-term Action Plan	Pass to worke	Find Clear Assign To Me				
4. Wellbeing and eligibility	Pass to team	am ASC Purchasing Team 🔽				
5. Outcomes and Support Plan	Note					
6. Support Plan Decision						
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6. Once both of these actions have been selected, you can finish the workflow.

This case has now been transferred to CLDS Health.

CLDS Health will change the responsible funding authority on the individual's front screen to *CLDS Integrated Team - Health Funded.*