

## Delayed Discharge Action Plan

Key Milestone/ Actions	Summary of Activity	Status (RAG)	Latest Update	Date of Last Update
<b>Performance Data Recording</b>				
Develop DD Performance Dashboard	New Dashboard presented to DD Group on 19-05-2017 - agreed core data presentation on dashboard + 'cycling' of 'themed' information over different months.	G	New Dashboard presented to DD Group on 19-05-2017 - agreed core data presentation on dashboard + 'cycling' of 'themed' information over different months.	19/05/2017
EDISON Replacement Project	City Partnership participation in project lead by eHealth to shutdown and migrate DD recording from EDISON to the Trakcare system.	A	Initial meetings held with eHealth + screens being 'built' into Trakcare. Still awaits final deadline for migration + formal testing of system. (Initial concept testing of screens has taken place).	22/12/2017
<b>Discharge Pathway [Process of Discharge &amp; Resources to Support Discharge]</b>				
Choice Policy to be Redrafted and Refreshed	To ensure that an up-to-date, competent 'Choice' policy to support discharge is in place and operational on a local level.	G	Clinical Governance have now collated all feedback and the working group is currently engaging with stakeholders and redrafting to address issues flagged and raised. Will likely also need to go out to IJB's specifically for consultation prior to finalising. Other Grampian Partnership concerns being addressed as part of final redraft.	22/12/2017
Enhanced Hospital Social Work Capacity	Injecting additional social work capacity into three key roles: coordination of ARI discharges at discharge hub; Coordination of Woodend discharges; flow and management of interim bed base. Names of postholders: M. Reid; J. Gaffney; N. Sorrie	G	Chief Officer has signed off and approved business case making all 3 posts permanent following evaluation. This is now an ongoing commitment for the DD fund in future years.	19/05/2017
Creation of Woodend Flow/Discharge Team	Create an integrated team, based at Woodend Hospital, that will manage flow into and out of the hospital.	G	Staff now co-located at Woodend + majority of ICT infrastructure in place. Allowing team a period of time to 'form and storm', will then begin process of quantifying shared tasks and new ways of improving flow and patient experience. Still issues r.e. ACC staff accessing NHS clinical info - attempting to address.	22/12/2017
Service Manager (Delayed Discharge) Role	Provision of a role that coordinates all DD activity across the Partnership.	G	Postholder secondment extended until 31st March 2018. DD funds cover this role. Future of role beyond 31st March 2018 currently being considered.	22/12/2017
Housing Pathway Coordination	Housing have approached DD Group with a potential proposal to provide an enhanced support service to all housing related delays within hospital and interim/intermediate care. Likely to involve increased staff availability to support discharge hubs + high priority individual wards, alongside some 'man marking' of individual problematic delays.	A	Housing have decided (after further consideration) they want to utilise existing resources at the DPHS first of all, before they build further capacity in the system. Will monitor in the coming months via the Housing DD Group + proposal will be looked at again if existing capacity not felt to be meeting needs.	22/12/2017
Rosewell Pathway Review	Review of flow into and out of Rosewell Rehab (20 beds). Aim is to streamline and maximise use.	G	Review group has held a successful meeting with revised criteria and pathway agreed. To now be written up and circulated amongst key partners as part of initial consultation. Further engagement required with primary care given increasing complexity of Rosewell cohort.	22/12/2017
DD Health Intelligence Post Shortfall	Ongoing funding to support dedicated DD analyst time.	G	Recurring payment made from DD funds to cover shortfall in health intelligence budget for dedicated DD analyst.	21/09/2017
<b>Complex Delays - Code 9 and Code 100</b>				
Power of Attorney Project	Project to encourage Power of Attorney prior to admission to hospital - thereby minimising long-term delays awaiting court orders.	G	KOB has been approached by a conglomerate of H&SCP's who are running a much broader POA campaign. DD group has given approval to join this initiative. Liaised with ACVO and third sector partners now agreed and forwarded to campaign. Campaign is now live and is running over the course of the year. KOB has met with campaign organisers in December 2017 to discuss evaluation data - expecting first metrics from campaign early 2018.	22/12/2017

Review Guardianship Pathway	Review of current practice in regards to Guardianship applications - spot delays and structural difficulties and then resolve.	G	Review work completed and findings have been fed back to DD Group. Multiple reasons noted for delay - however potentially two key elements that might reduce delays. Costed proposal taken to September DD meeting - agreed to fund both MHO time and admin time for 1 year to evaluate if it has an impact. TC&SD Programme Board has now endorsed DD group decision. Claire Wilkie to now lead on creating post + recruiting.	22/12/2017
Complex Patient - Bed Capacity	Initially conceived as whether Interim Bed spaces could be created for very complex patients - now looking much more as to whether ringfenced capacity could be created in resources to support discharge.	R	Meeting of Partnership executive group in September 2017 has requested that this proposal be frozen. This is to allow strategy and transformation colleagues time and space to do a much more substantive review of strategy relating to LD bed base.	21/09/2017
Participate in National Project on Complex Delays	National project currently looking at Scotland wide structural issues in progressing complex delayed discharges.	G	Aberdeen City has participated in a national project focusing on the most complex delays. Will examine in a detailed way the structural elements of delay + seek solutions. KOB presented at national conference r.e. progress so far + also presented at Partnership Exec Group. Year 2 funding approved for national project. KOB met with project team in December 2017 to determine how this will link in with Aberdeen City work. Further meeting focusing on LD complex delay work in January 2018.	22/12/2017
<b>Interim and Intermediate Bed Base Provision</b>				
Bed Base Review	Comprehensive review of Partnership bed requirements for older adults and adults with physical disabilities.	A	Some of this work already implemented via contribution to partnership's strategic commissioning strategy (primarily commissioned social care bed base). Now to begin work in 2018 on Partnership hospital based bed requirements + then join up.	22/12/2017
Identify and Commission Interim Beds to Support Discharge	Set up of interim beds in care home sector - ensuring faster discharges + additional capacity in the sector.	G	Group has agreed to endorse maintaining the same number of beds for 2017/18, but with amended eligibility criteria. Multiple notes of interest from care home providers for next 'round' - IJB approved funding on 15/08/2017. Contracts + GP cover secured for all beds - revised protocol issued to all care homes and staff, live as of 1st December 2017.	21/08/2017
Identify and Commission Interim Housing Provision	Set up interim housing properties patients can move from hospital to await re-housing and/or adaptations being conducted.	A	IJB has approved funding. Housing has identified one of the two properties and are beginning work on OT adaptations to the property. 2nd flat still being sought. Also working to pull together protocol/procedure for use of beds. Housing have been unable to commit to further development fo project until January 2018 due to other workload demands. Implementation meeting scheduled for end fo January 2018.	22/12/2017
<b>Services &amp; Other Resources to Support Discharge</b>				
Aligning Care At Home Supply and Demand	Initiative to support matching much more robustly the demand for care at home (and the supply of care) to match Partnership priorities.	G	Tom Cowan has approved secondment of experienced staff member for up to 51 weeks to support coordinating unmet needs list + develop liaison with care providers. Worker started beginning of November 2016. Tom Cowan also approved secondment of care at home providers staff member to liaise r.e. care at home - costs now confirmed and this worker has completed their work as well.	01/12/2017
Establish a Joint Equipment Store for Aberdeen City	Project to evaluate options and then progress with a Joint Equipment Store .	G	Salary costs related to Joint Equipment Store work - anticipated to be spending for 2016/17 and part of 2017/18 only.	28/07/2017
Anticipatory Care Planning	Review of ACP work to improve impact + minimise admissions, re-admissions and failed discharges	G	BT participating in Short Life Working Group. BT stating that work of group is progressing, with potential for a project to enhance ACP being brought to the DD group - potentially on a Grampian wide basis. No costs at present.	22/12/2017
<b>Capital Projects Supporting Discharge</b>				
Planning and Development Manager Post	Salary costs for DD Capital Projects Staff Member	G	Funding for staff member 2016/17 + part 2017/18	01/08/2017
Saving Bed Days - Use of Technology	Use of new ICT equipment to trial new ways of working to support discharge.	G	DD group have approved pilot proposal to use tablet devices at Woodend Hospital to conduct pre-amputation assessments and fall management programmes. Money allocated to procure small volume of tablets to support this. Now awaiting delivery of the equipment which has been ordered. Tablets now in place and implementation now beginning.	21/04/2017
Pilot implementation of NEWS System	Approval for pilot purchase of NEWS equipment to support early intervention and prevention of admission via primary care.	G	Approval given to purchase - buying of equipment imminent.	22/12/2017

TEC - Upgrades To Equipment		<b>G</b>	TEC 200k one off spend - on DD dashboard for finance tracking [Requires update to finalise and confirm amount required + which TEC activity is being paid for.	12/12/2017
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