Introduction

Ensuring all people with a care and support plan, or support plan have the opportunity to reflect on what is working, what is not working and what might need to change is an important part of the care and support process.

It ensures that plans are kept up to date and relevant to the person’s needs and mitigate the risk of people entering a crisis situation.

Care and support plans must always be kept under review.

In addition, people and their carers have the right to request a reassessment where their needs or circumstances have changed.

What is required?

The Care Act 2014 places a duty on local authorities to keep care and support plans generally under review. The aim of the reassessment is to ensure that the person’s needs continue to be met in line with the person’s wishes and preferences and that the plan is kept up to date. Reassessments can be planned, unplanned or requested.

- People needs should ordinarily be reassessed no later than every 12 months, although a light- touch review should be considered 6-8 weeks after sign-off to ensure that everything is going well.

- Reassessments should always be proportionate to the individual circumstances, the needs of the person, the value of the personal budget and any risks identified - proportionate in this context means that a sensible and flexible approach is taken that is related to the complexity of the person’s needs.

- It should be a positive opportunity to take stock and consider if the plan is enabling the person to meet their needs and achieve their aspirations; and the process not contain any surprises for the person concerned – this means that reassessments must not be used to arbitrarily reduce a care and support package.

- Where there is any information or evidence to suggest that a person’s circumstances have changed in a way that may affect the plan, staff should immediately arrange a (unplanned) reassessment to determine whether the plan requires revision.
Where the plan is being revised to reflect a change in circumstances or the outcomes the person wants to achieve, staff **must always involve the person**, their carer and any other persons the adult may want involved, and their advocate where the person qualifies for one.

When revising a plan, staff should consider whether the changes are likely to cause increased restraints or restrictions on the person which may become a deprivation of liberty and will require appropriate safeguards to be in place.

The reassessment process should cover the following elements:

- Have the person’s circumstances and/or care and support or support needs changed?
- What is working in the plan, what is not working, and what might need to change?
- Have the outcomes identified in the plan been achieved or not?
- Does the person have new outcomes they want to meet?
- Could improvements be made to achieve better outcomes?
- Is the person’s personal budget enabling them to meet their needs and the outcomes identified in their plan?
- Is the current method of managing the person’s personal budget still the best one for what they want to achieve?
- Is the personal budget still meeting the sufficiency test?
- Are there any changes in the person’s informal and community support networks which might impact negatively or positively on the plan?
- Have there been any changes to the person’s needs or circumstances which might mean they are at risk of abuse or neglect?
- Is the person, carer, independent advocate satisfied with the plan?