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| HACC-PYP Service System Resourcing13038 |
| Outcome objective: Victorians are safe and secureOutput group: Ageing, Aged and Home CareOutput: HACC Primary Health, Community Care and Support |

**OFFICIAL**

## 1. Service objective

To improve outcomes for Home and Community Care Program for Younger People clients.

## 2. Description of the service

Resources to assist the sector to better meet the needs of younger people in the HACC-PYP target group and assist clients and carers to gain better access to services can include:
• HACC-PYP - SSR – Non-Unit Priced
• HACC-PYP – SSR – Aboriginal Development Officer
• HACC-PYP – SSR – Community Engagement (non Council CSO)
• HACC-PYP – SSR – Community Service Officer
• HACC-PYP – SSR – emergency/heat planning/communication/projects/events
• HACC-PYP – SSR – Language Services
• HACC-PYP – Training or information sessions
• HACC-PYP – SSR – Trips
• HACC-PYP – SSR – ERO – funding to support low paid workers – do not report
The department will continue to monitor service provision, and where necessary, may amend service specifications or funding allocations based on community needs or in response to changes to government policy and priorities
Compliance with Quality Standards
o Organisations that only receive HACC-PYP funding are required to meet the Home Care Common Standards
o Organisations that are also funded by the Commonwealth Home Support Programme (CHSP) are subject to review against the Aged Care Quality Standards undertaken by the Aged Care Quality and Safety Commission. Quality reviews for CHSP satisfy the HACC-PYP quality requirements

## 3. Client group

The client group are the providers of services to HACC-PYP people, community care agencies and communities

## 4. Obligations specific to this activity

In addition to the obligations listed in the Service Agreement, organisations funded to deliver this activity must comply with the following:

### 4a. Registration and Accreditation

N/A

### 4b. Program requirements and other policy guidelines

* [The Victorian HACC Program Manual](https://www2.health.vic.gov.au/ageing-and-aged-care/home-and-community-care/hacc-program-for-younger-people/hacc-program-guidelines)

<https://www2.health.vic.gov.au/ageing-and-aged-care/home-and-community-care/hacc-program-for-younger-people/hacc-program-guidelines>

* [Framework for assessment in the HACC program in Victoria](file:///F%3A/Oracle/Middleware/Oracle_Home/user_projects/domains/bi)

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## 5. Performance

Funding is subject to achieving the performance targets specified in Schedule 2 of the Service Agreement.

Performance is measured as follows:

### Key performance measure 1: Provide a service activity report

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| --- | --- |
| **Aim/objective** | The objective of this measure is to report on the outcomes delivered |
| **Target** | The performance measure target is provided in the Service Agreement |
| **Type of count** | Cumulative |
| **Counting rule** | Submit an Annual Service Activity Report as required |
| **Data source(s) collection** | * HACC-PYP Annual Service Activity Report
 |
| **Definition of terms** | A narrative report submitted annual to describe the outcomes of programs delivered |

**Performance measure 2: Number of hours**

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| **Aim/objective** | The objective of this measure is to record the hours the worker has worked |
| **Target** | The performance measure target is provided in the Service Agreement. |
| **Type of count** | Cumulative |
| **Counting rule** | Count the number of hours the worker has worked as relevant |
| **Data source(s) collection** | * Victorian Community Support Services (VCSS) minimum dataset
 |
| **Definition of terms** | Hours worked includes all hours worked |

**Performance measure 3: Number of trips**

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| --- | --- |
| **Aim/objective** | The objective of this measure is to record the number of trips |
| **Target** | The performance measure target is provided in the Service Agreement. |
| **Type of count** | Cumulative |
| **Counting rule** | Count the number of trips |
| **Data source(s) collection** | * Victorian Community Support Services (VCSS) minimum dataset
 |
| **Definition of terms** | A trip is from the point of picking a client up to when the client is dropped off. Each trip is one way, a return trip counts as 2 |

### Performance measure 4: Number of activities provided

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| **Aim/objective** | The objective of this measure is to record the number the activities provided that includes events / sessions/ activities |
| **Target** | The performance measure target is provided in the Service Agreement. |
| **Type of count** | Cumulative |
| **Counting rule** | Count the number of events / sessions / activities – do not report hours |
| **Data source(s) collection** | * Victorian Community Support Services (VCSS) minimum dataset
 |
| **Definition of terms** | An event / session / activity includes newsletter, training sessions, publications etc |

## 6. Data collection

The reporting requirements for this service are:

| **Data collection name** | **Data system**  | **Data set**  | **Reporting cycle** |
| --- | --- | --- | --- |
| HACC-PYP Annual Service Activity Report | Manual Data Collection  | Qualitative  | Annual |
| Victorian Community Support Services (VCSS) minimum dataset | Manual Data Collection  | Victorian Community Support Services (VCSS) Minimum Dataset  | Quarterly |

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