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| DecorativeHome and Community Care Program for Younger People – Access and Support 13229 |
| Outcome objective: Victorians are healthy and well  Output group: Aged and Home Care  Output: HACC primary health, community care and support |

# 1. Service Objective

The Home and Community Care Program for Younger People (HACC-PYP) aims to provide an integrated range of basic maintenance and support services to eligible clients to:

* improve and maintain the client’s independence and capacity to live safely at home and participate in community activities and
* strengthen the capacity of the client’s carer to maintain their care role.

# 2. Description of the activity

The HACC-PYP Access and Support activity supports eligible clients and carers to understand and navigate the HACC-PYP service system. Access and Support providers also work with other HACC-PYP providers to facilitate improved access for people with diverse needs.

Assistance is provided in a manner that promotes skills development, capacity building and independence.

# 3. Client group

The client group for this activity is people aged under 65 years or under 50 years for Aboriginal and Torres Strait Islanders, who have difficulty performing activities of daily living and their carers, also experiencing barriers to accessing HACC-PYP services due to diversity characteristics such as gender, faith, cultural background or sexual identity.

# 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

Compliance with Quality Standards.

Organisations that only receive HACC-PYP funding are required to meet the Home Care Common Standards.

Organisations that are also funded to deliver 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 against the Aged Care Quality Standards satisfy the HACC-PYP quality requirements.

## 4b. Program requirements and other policy guidelines

* 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](about:blank)
* HACC Minimum Dataset user guide https://www2.health.vic.gov.au/ageing-and-aged-care/home-and-community-care/hacc-program-for-younger-people/hacc-program-guidelines
* Diversity planning and practice in Home and Community Care services in Victoria: a practice guide for HACC Access and Support roles. [https://www2.health.vic.gov.au/ageing-and-aged-care/home-and-community-care/hacc-program-for-younger-people/hacc-program-guidelines](about:blank)
* Diversity planning and practice in Home and Community Care services in Victoria: working with HACC Access and Support services. [https://www2.health.vic.gov.au/ageing-and-aged-care/home-and-community-care/hacc-program-for-younger-people/hacc-program-guidelines](about:blank)

# 5. Performance

Funding is subject to achieving the performance targets specified in Schedule 2 of an organisation’s Service Agreement. Performance is measured as follows:

## Key performance measure 1: Number of hours

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| Aim/objective | The objective of this measure is to record the hours of Access and Support provided to individual clients or carers. |
| Target | The performance target is provided in the Service Agreement. |
| Type of count | Cumulative |
| Counting rule | The HACC MDS is used to record the hours of direct service to an individual client or carer.  Countable time includes time spent:  in contact with the client, their family or carers  writing case notes  making referrals and assisting people to obtain other necessary services.  attending inter-agency meetings |
| Data source(s) collection | HACC Minimum Data Set |
| Definition of terms | An hour of service comprises time spent face to face and indirect time spent on behalf of an individual client or carer such as phone calls and time spent writing case notes or support plans. |

# 6. Data collection

The reporting requirements for this service are:

| Data collection name | Data system | Data set | Reporting cycle |
| --- | --- | --- | --- |
| HACC minimum dataset | HACC Minimum Dataset | HACC Minimum Dataset | Quarterly |
| HACC-PYP Annual Service Activity Report | Word | Qualitative | Annual |

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