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| Supported accommodation 17016 |
| Outcome objective: Victorians have the capabilities to participate  Output group: Disability services  Output: Disability services |

# 1. Service Objective

Supported accommodation aims to support the independence and community participation of people with a disability living in group homes and other community-based residential services.

# 2. Description of the service

Funding for this activity is being withdrawn progressively as clients transition to the National Disability Insurance Scheme (NDIS).

Supported accommodation provides accommodation and support for one or more people with a disability on a long-term basis. Funding for support is linked to the service rather than an individual and is not transferable when a person moves from the service.

# 3. Client group

The client group this activity is targeted at is people with a disability as defined in the *Disability Act 2006* who have high and complex support needs and require accommodation and support to live in the community.

# 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

* Independent review and accreditation against the department’s Human Services Standards, unless exempted.
* Registration under the Disability Act 2006.

## 4b. Program requirements and other policy guidelines

* [Rights and accountability – Management of money policy](https://providers.dhhs.vic.gov.au/rights-and-accountability-management-money-policy-word)

<https://providers.dhhs.vic.gov.au/rights-and-accountability-management-money-policy-word>

* [Comprehensive Health Assessment Program (CHAP) tool](https://das.dhhs.vic.gov.au/comprehensive-health-assessment-program-chap-instructions)

<https://das.dhhs.vic.gov.au/comprehensive-health-assessment-program-chap-instructions>

* [Senior Practitioner – Authorised Program Officer practice advice](https://dhhs.vic.gov.au/publications/authorised-program-officer-practice-advice) <https://dhhs.vic.gov.au/publications/authorised-program-officer-practice-advice>
* [Senior Practitioner – Independent Person toolkit](https://dhhs.vic.gov.au/publications/senior-practitioner-disability-independent-person-toolkit)

<https://dhhs.vic.gov.au/senior-practitioner-disability-independent-person-toolkit>

* [Senior Practitioner – Behaviour support planning toolkit](https://providers.dhhs.vic.gov.au/behaviour-support-planning-toolkit-section-4-useful-assessment-tools-and-forms-word)

<https://providers.dhhs.vic.gov.au/behaviour-support-planning-toolkit-section-4-useful-assessment-tools-and-forms-word>

* [Disability Support Register (DSR) Guidelines](https://services.dhhs.vic.gov.au/disability-support-register-guidelines-word)

<https://services.dhhs.vic.gov.au/disability-support-register-guidelines-word>

* [Undue financial hardship guidelines – Disability Services](https://providers.dhhs.vic.gov.au/financial-hardship)

<https://providers.dhhs.vic.gov.au/financial-hardship>

# 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: Number of supported accommodation beds

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| Aim/objective | The aim for this performance measure is to provide quantitative information on the capacity of the disability supported accommodation system, including vacancies.. |
| Target | The performance measure target is provided in the Service Agreement. |
| Type of count | Non-cumulative |
| Counting rule | Count the number of beds which the department has funded to provide supported accommodation services on the final day of the reporting period.  The number of supported accommodation beds is a point in time report: it should report the number of beds available on the final day of the reporting month only. |
| Data source(s) collection | Service delivery tracking - Monthly |
| Definition of terms | A bed must be counted in the report if the bed is either in use or vacant and it is funded to provide supported accommodation.  A bed is considered to be funded if funding is provided to service providers through the supported accommodation activity on an ongoing basis.  The final day of the reporting period is the last day of the month, regardless of which day of the week this occurs. |

## Performance measure 2: Percentage of clients who have had a review of their overall health status conducted in the last 13 months

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| Aim/objective | This performance measure provides quantitative information on the delivery of overall health reviews for people with a disability. |
| Target | 90 per cent |
| Type of count | Non-cumulative |
| Counting rule | State whether clients have had an overall health review conducted by their GP in the past 13 months. |
| Data source(s) collection | Manual collection by organisation - Annual |
| Definition of terms | A client is a person who lives in a supported accommodation setting.  An overall health review is a specific appointment to assess the resident’s overall health. It is not an ad hoc GP appointment made to address a particular health concern.  To facilitate the health review, the latest version of the comprehensive health assessment program (CHAP) tool is available on the Funded Agency Channel accessible via your service standards and guidelines. |

## Performance measure 3: Percentage of clients whose support plans are prepared within 60 days of the person commencing to regularly access the supported accommodation service

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| Aim/objective | The aim of this performance measure is to provide quantitative information on the provision of support plans for people commencing to regularly access disability supported accommodation. |
| Target | 100 per cent |
| Type of count | Non-cumulative |
| Counting rule | Count the number of clients who during the reporting period reached 60 days since they commenced regularly accessing supported accommodation, who had a support plan prepared within 60 days of commencing to regularly access supported accommodation.  Divide this by the number of clients who during the reporting period reached 60 days since they commenced regularly accessing supported accommodation. |
| Data source(s) collection | Manual collection by organisation - Annual |
| Definition of terms | A client is a person who lives in a supported accommodation setting.  Support plans must be prepared by the service provider within 60 days of a person regularly accessing supported accommodation.  Regular access to supported accommodation begins on the day on which the client moves into the supported accommodation facility. |

## Performance measure 4: Percentage of clients whose support plan is reviewed within a three-year period from when the support plan was last

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| **Aim/objective** | This performance measure provides quantitative information on the timely review of support plans for people living in disability supported accommodation. |
| **Target** | 100 per cent |
| **Type of count** | Non-cumulative |
| **Counting rule** | Count the number of clients who have support plans which have a start date of more than three years ago at the end of the reporting period. Divide this by the total number of support plans for which the service provider is responsible at the end of the reporting period. Subtract this percentage from 100 per cent to provide the percentage of clients whose support plan was reviewed within the required time period. |
| **Data source(s) collection** | Manual collection by organisation - Monthly |
| **Definition of terms** | A client is a person who lives in a supported accommodation setting.  A support plan is a document that outlines a person’s goals and strategies for achieving these goals.  Support plans must be reviewed by the service provider at least once during each period of three years commencing from when the support plan is first prepared.  A service provider is responsible for the support plans of all clients residing in supported accommodation facilities which the service provider manages. |

# 6. Data collection

The reporting requirements for this service are:

| Data collection name | Data system | Data set | Reporting cycle |
| --- | --- | --- | --- |
| Service delivery tracking (SDT) | FAC/SAMS2 | SAMS2/Service delivery tracking data set | Monthly |

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