

# "Time to Move On"



## *Time to Move On* *from Congregated Settings - A Strategy for Community Inclusion*

Welcome, to the first "Time to Move On" Bulletin, aimed at keeping people informed about the progress of the implementation of "Time to Move On from Congregated Settings - A Strategy for Community Inclusion".

### *In this issue:*

Welcome

What is  
TTMO?

TTMO as part of  
"Transforming  
Lives"

What has  
already been  
achieved in  
TTMO?

What work is  
currently  
underway in  
TTMO?

Linda' Story:  
A service user's  
experience

Contact Details  
& Further  
Information

### What is "Time To Move On" (TTMO)?

In 2011 the Report "*Time to Move on from Congregated Settings – A Strategy for Community Inclusion*" was published and adopted as National policy. This report identified that over 4,000 people with disabilities in Ireland were living in congregated type settings, defined as **where ten or more people reside in a single living unit or are campus based.**

Notwithstanding the commitment and initiative of dedicated staff and management, it was found that many people were experiencing institutional living conditions where they lacked basic privacy and dignity, and lived their lives apart from any community and family.



*"ordinary lives  
in  
ordinary places"*

In line with the TTMO policy, work is ongoing to implement a new model of residential support where people with disabilities are supported to live ordinary lives in ordinary places, with no more than four people with a disability living together in houses that are dispersed throughout the local community.

Currently the focus is on supporting people with disabilities to transition from the large congregated care settings into the community with person-centred supports that enable them to lead the life of their choice and participate as equal citizens in their local community.

# "Time to Move On"

## TTMO as part of the "Transforming Lives" Programme

The HSE established a National Implementation Group in 2011 to oversee the implementation of the *Time to Move on From Congregated Settings* policy. In 2014 this group was realigned under the "Transforming Lives" Programme, which was established to implement the recommendations of the *Value for Money and Policy Review in the Disability Services in Ireland 2012*.



The Transforming Lives programme is driving the implementation of national policy that will deliver person-centred supports model, to ensure that people with disabilities are supported to make the type of choices about their lives which are available to everyone else in society. This includes the *Time to Move on from Congregated Settings* Report for residential services, the *New Directions* report on adult day services and the *National Programme on Progressing Disability Services for Children and Young People (0 to 18 years)*.

**The "Time To Move On" subgroup drives the implementation of the policy and provides support and oversight at a national level. Contact details are listed at the end of this bulletin for further information about the work of**

**the group or to contact us with any queries.**

## What has already been achieved in Time To Move On?

**2,725 people remained in the identified congregated settings at the end of 2015**

**Several hundred people have actively transitioning into the community since 2012.**

**145 individuals successfully moved last year to community living.**

## The Work of the National Time To Move On Subgroup to date

To support the implementation of "Time To Move On" the following work had been completed to date:

### Community Living Transition Plan (CLTP) Toolkit

A toolkit is available that service providers can use to guide them in the development of individual transition plans. The toolkit supports providers to develop plans that identify how each person will be supported to transition to more socially inclusive settings, by focussing on:

- Person's Dreams and Vision
- Network of Family Friend and supporters
- Clarity and Support on decision making and governance
- Plan for participation, contribution and community engagement
- Practical plan including resources required to support community living
- A Place to live that's home – where, how, when
- Partnerships and shared responsibilities
- Safeguards



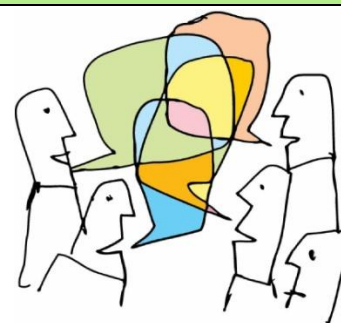
**Details of the CLTP toolkit can be found on the "Time To Move On" webpage.**

# "Time to Move On"

## Communication Framework

An updated Communication Framework for TTMO has been developed that includes a **Key Messages** document and a **Stakeholder Mapping Tool**.

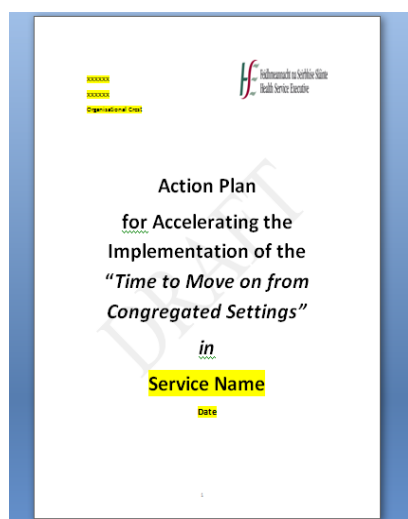
These are designed to support service providers and other key stakeholders to develop and deliver their own communication strategies as part of a TTMO projects. This framework aims to ensure that at all levels, the engagement with stakeholders and messages are targeted, timely and appropriate.



*The Communication Documents can be found on the "Time To Move On" webpage.*

## Project Action Plan Templates

A suite of documentation is now available that providers can use to guide and support them when developing a plan for the transitioning of people from a congregated settings. It includes templates and guidance on:



- Project Scope Statements (preliminary project plan)
- Developing plans for part of a service
- Identifying and Addressing Resource Implications
  - Profiling of resources pre and post transition,
  - Reconfiguration of resources,
  - Identification of transitional resource requirements.
- Key work streams required as part of a change project
- Task Breakdown
- Project Team and Governance Structures
- Communication Planning
- Managing Risks, Issues and Dependencies

The Project Action Plan templates were launched at a workshop in February 2016 for use across a number of targeted "accelerated implementation" priority sites. Further workshops will be held later in 2016 for all of the providers of congregated settings to support them to use this documentation to develop action plans.

*The Project Action Plan Templates can be found on the "Time To Move On" webpage.*

## Master Dataset Tracking Tool

This tool tracks the progress of individuals as they transition to the community under TTMO and captures all other changes such as discharges, admissions and deaths. Each service provider completes a spreadsheet form for their service that tracks every person, providing both quantitative & qualitative information under four themes.

## "Time to Move On"

Person's Profile & current service	Person's Housing Preference & Need	Transition process	Post transition arrangements
<ul style="list-style-type: none"> <li>Demographic details – age &amp; gender etc</li> <li>Disability</li> <li>Support Needs</li> <li>Current Placement</li> </ul>	<ul style="list-style-type: none"> <li>Where to live</li> <li>Who to live with</li> <li>How will this be funded and supported?</li> </ul>	<ul style="list-style-type: none"> <li>Plans in place</li> <li>Progress &amp; Engagement</li> <li>Obstacles</li> <li>Resource implications</li> </ul>	<ul style="list-style-type: none"> <li>Where person now lives and with whom</li> <li>Supports in place</li> <li>Remaining obstacles</li> </ul>

The Master dataset tool is useful both to the TTMO subgroup nationally and the individual providers as it can be used to:

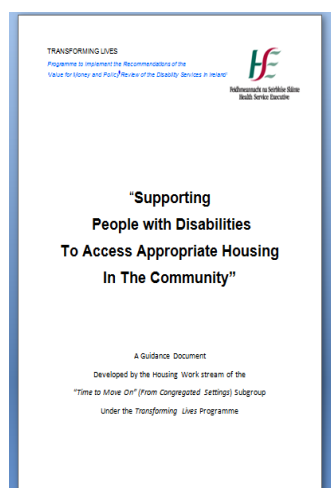
- Provide quality assured statistical data
- Identify & tracks blockages
- Monitor transitions in progress
- Monitor compliance with policy

A comprehensive update of the master dataset was completed in early 2016, that provides quality assured data on the progress of the TTMO project to date. This information is currently being compiled into an TTMO Annual Report that will be available on the website later this year.

## What Work Is Currently Underway In TTMO?

To support the "accelerated implementation" priority projects in 2016 and to sustain the momentum of other projects, the following work is underway in 2016:

### Housing Guidance



A guidance document has been developed and is now available on the website looking at how service providers can support people in congregated settings around housing options. This was launched at a workshop in June attended by service providers, Local Authorities, Approved Housing Bodies and the Department of Environment. This signposts the way for service providers that are navigating the broad issues associated with supporting individuals to transition to housing in the community, such as:

- Determining housing preference and need
- Options for acquiring housing
- Options for financing housing
- Key housing stakeholders

***The Housing Options Guidance Document is now available on the "time To Move On" webpage.***

# "Time to Move On"

## Communication Resources

There will be ongoing work to improve communication and promote positive messages. This will include development of additional and targeted communication resources such as easy read leaflets, additional bulletins, as well as focussed learning events and workshops with providers. The webpage will also be updated further during 2016.

## Profiling Accommodation Needed from 2017-2021

An exercise has commenced with Service Providers to capture comprehensive data on the future housing needs of all those people that still need to transition, based on the will & preference of each person. This will enable the HSE to plan how the capital funding of €80 million made available by the Department of Health to support people transitioning from congregated settings, can be allocated against identified projects over the period 2017-2021.

It will also support our ongoing targeted engagement with other sectors and government departments to ensure that housing solutions for people coming from congregated settings can be delivered using appropriate options ie Capital Assistance Scheme, access to mainstream social housing etc.

## Implementation Framework- Guidance Documents

The subgroup is developing a comprehensive suite of guidance documents that collectively form an **Implementation Framework** that is a resource to service providers who are developing plans under "Time To Move On". Some key documents are already available or will be available shortly:

- Individual Planning- Community Living Transition Plan toolkit
- Communications- Communication key Messages and Stakeholder Mapping tool
- Housing- Housing guidance Document
- Project Action Plan templates

Guidance documents are also under development on the following themes:

- Finances
- Leadership, Governance, Strategy & Planning
- Transition
- Change Management
- Workforce/ HR /Training
- Community Services



# "Time to Move On"

## Linda's Story- A Service User Experience

### Next issue:

2016

Progress so far

The  
"Accelerated  
Sites"

Upcoming  
Workshops

A frontline staff  
member's  
experience

A family's  
experience

Linda (48) moved to her new home in Co Cork two year ago, after over 18 years living in mental health and disability institutional settings. She tells the story of how she learnt to cook and how she had a night away before she finally moved into her new home. When she talks about moving, she remembers that at first she "found it strange" and "couldn't sleep". She recalls that it was difficult but with the support of staff she did settle after a few months and Linda is very clear she doesn't want to move again.

Asking Linda about her day, she talks about swimming regularly, the knitting group, using the local library and she mentions that she completed a computer course and is wondering when she will get her certificate. She also lists off doing art, exercise and cookery classes, all at various community centres in the town. Linda was always a regular walker around the grounds of her old setting but now she walks in and around town, so she talks about who she met on an earlier walk and the list includes people she is getting to know in the community.

There have been some difficulties. Some local voluntary community bus drivers have refused to work with people that came from the congregated setting, which Linda has found "very off putting". This has meant she sometimes can't get to where she plans and wants to go. However, Linda persists in using the community bus when she can and she is supported by care staff at other times, such as for shopping trips out of town or to meet family at the train station.

There have also been very positive changes. Linda always had regular family contact but after years in various institutions she has now been able to visit family in Dublin, supported by them to make the journey and enjoy nights away without staff support. Also, some community groups now actively engage with Linda to make sure she is included and can participate in existing and new activities.

For the future, there are plans afoot for a holiday, a trip to Knock and learning new skills. Linda still visits the old setting to meet friends for a chat and would like more company especially in the evenings, but overall whilst she acknowledges she still "gets moods", she clearly says she is happy in her new home.

### Contact Details & Further Information :

If you would like more information about Time to Move or to access any of the documents in this bulletin on please go to our Website: [www.hse.ie/timetomoveon](http://www.hse.ie/timetomoveon)

You can also contact us at our dedicated email address: [timetomoveon@hse.ie](mailto:timetomoveon@hse.ie)

We would be delighted to hear from anyone that would like to contribute to the next issue.

*This bulletin was compiled by the "Time To Move On" Subgroup, under the Transforming Lives Programme*