

# **North Tyneside Council**

## **Adult Social Care**

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### **Infection Control Fund – 2020/21 – Round 2**

### **Grant Offer and Conditions – CQC Registered Care Home Providers and CQC Registered Community Care Providers (grantees)**

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The following is informed by the Grant conditions issued to Local Government by Department of Health and Social Care in the Local Authority Circular dated 1 October 2020 – Adult Social Care Infection Control Fund - Round 2.

1. Eligible expenditure for the Infection Control Grant includes expenditure in relation to delivery of the following measures:

#### Care Homes

- ensuring that staff who are isolating in line with government guidance receive their normal wages while doing so. At the time of issuing the grant circular, this includes:
  - staff with suspected symptoms of COVID-19 waiting for a test
  - where a member of the staff's household has suspected symptoms of COVID-19 and are waiting for a test
  - where a member of the staff's household has tested positive for COVID-19 and is therefore self-isolating
  - any staff member for a period of at least 10 days following a positive test
  - if a member of staff is required to quarantine prior to receiving certain NHS procedures (generally people do not need to self-isolate prior to a procedure or surgery unless their consultant or care team specifically asks them to)
- limiting all staff movement between settings unless absolutely necessary, to help reduce the spread of infection. This includes staff who work for one provider across several care homes, staff that work on a part-time basis for multiple employers in multiple care homes or other care settings (for example in primary or community care). This includes agency staff (the principle being that the fewer locations that members of staff work in the better). Where the use of agency staff is absolutely necessary, this should be by block booking
- limiting or cohorting staff to individual groups of residents or floors/wings, including segregation of COVID-19 positive residents
- to support active recruitment of additional staff (and volunteers) if they are needed to enable staff to work in only one care home or to work only with an assigned group of residents or only in specified areas of a care home, including by using and paying for staff who have chosen to temporarily return to practice, including those returning through the NHS returners programme. These staff can provide vital additional support to homes and

- underpin effective infection control while permanent staff are isolating or recovering from COVID-19
- steps to limit the use of public transport by members of staff (taking into account current government guidance on the safe use of other types of transport by members of staff)
- providing accommodation for staff who proactively choose to stay separately from their families in order to limit social interaction outside work.
- supporting safe visiting in care homes, such as dedicated staff to support and facilitate visits, additional IPC cleaning in between visits, and capital-based alterations to allow safe visiting such as altering a dedicated space
- ensuring that staff who need to attend work for the purposes of being tested (or potentially in the future, vaccinated) for COVID-19 are paid their usual wages to do so

### Community Care Providers

- ensuring that staff who are isolating in line with government guidance receive their normal wages while doing so. At the time of issuing the grant circular, this includes:
  - staff with suspected symptoms of COVID-19 waiting for a test
  - where a member of the staff's household has suspected symptoms of COVID-19 and are waiting for a test
  - where a member of the staff's household has tested positive for COVID-19 and is therefore self-isolating
  - any staff member for a period of at least 10 days following a positive test
  - if a member of staff is required to quarantine prior to receiving certain NHS procedures (generally people do not need to self-isolate prior to a procedure or surgery unless their consultant or care team specifically asks them to)
- steps to limit the number of different people from a homecare agency visiting a particular individual or steps to enable staff to perform the duties of other team members/partner agencies (including, but not limited to, district nurses, physiotherapists or social workers) when visiting to avoid multiple visits to a particular individual
- meeting additional costs associated with restricting workforce movement for infection control purposes. This includes staff who work on a part-time basis for multiple employers or in other care settings, particularly care homes. This includes agency staff (the principle being that the fewer locations that members of staff work in the better)
- ensuring that staff who need to attend work for the purposes of being tested (or potentially in the future, vaccinated) for COVID-19 are paid their usual wages to do so
- steps to limit the use of public transport by members of staff (taking into account current government guidance on the safe use of other types of transport by members of staff)

- There are requirements on Grantees as set out in the Government guidance and also integral to these grant conditions. The Grantee ensures it:

- uses it for those measures only
- will provide the local authority with a statement (1) prior to receiving funding, confirming that they have understood the grant conditions and that their spending plans are compliant with them, and (2) at reporting point 6 (30 April 2021), certifying that they have spent the funding in compliance with the grant conditions
- if requested to do so will provide the local authority or DHSC with receipts or such other information as they request to evidence that the funding has been so spent
- provide DHSC or the local authority with an explanation of any matter relating to funding and its use by the recipient as they think necessary or expedient for the purposes of being assured that the money has been used in an appropriate way in respect of those measures
- will return any amounts which are not spent on those measures

3. Specific requirements on care homes and community care providers are set out below:

Contingency of first instalment

Residential care providers, including homes with self-funding residents and homes run by local authorities, will be required to have completed the Capacity Tracker at least twice (i.e. two consecutive weeks) and have committed to continuing to do so at least once per week until 31 March 2021 to be eligible to receive funding via the 80% 'per beds'/'per user' allocation.

CQC-registered community care providers, including those with exclusively self-funded clients, must have completed the CQC homecare survey (or successor, as per government guidance) at least twice (i.e. two consecutive weeks) and have committed to completing that survey at least once per week to be eligible to receive funding via the 80% 'per beds'/'per user' allocation.

Grant funding under this first allocation will not be made to any provider unless they have met the above conditions.

Contingency of second instalment

In order to receive the second instalment, providers will need to be able to demonstrate that they have realistic plans to spend the funding that are consistent with the conditions of the fund.

Providers are not expected to have spent all of the first instalment before reporting point 1 (23 November 2020). However, providers are expected to report on the spending they have incurred up to 31 October 2020 and on how they intend to spend the funding over the lifetime of the fund. Providers are expected to have spent all of the first instalment by the 31 December 2020 (and to demonstrate this at reporting point 3, due 29 January 2021), and to have fully

spent the funding by the end point of the fund on 31 March 2021 (and to demonstrate at reporting point 6, due 30 April 2021).

Providers will need to demonstrate that the funding passed to them has been spent in line with the infection prevention control measures outlined above.

Those providers who have not fully spent their allocation at the end of the fund will be expected to repay any unspent monies.

To receive the second instalment of the fund, providers must have been completing the Capacity Tracker or CQC homecare survey (as per government guidance) at least once per week since they first received support from the new Infection Control Fund (which came into place on 1 October 2020).

4. The Local Authority will issue the grant in two instalments based on a nationally set 'per beds' or 'per community care user' basis.
5. The payment of the second instalment is conditional on the grantee consistently completing the daily Capacity Tracker or the CQC Home Care Survey (or successor). If the authority believes that the grantee has not used the money for the purposes for which it was provided it will withhold the second payment until satisfied that the grantee. And if the grantee has not used it or any part of it for the infection control measures for which it was provided the local authority will take all reasonable steps to recover the money that has not been so used.
6. The grant is given on the condition that the cost of any specific infection control measures are met by the grantees on the basis that (a) there is no increase in any relevant rates (except those relating to hourly rates of pay to ensure staff movement from one care home / service to another is minimised) from the existing rates (b) third party charges (for example, of costs to avoid the use of public transport) are paid at the normal market rates and (c) in no circumstances is any element of profit or mark-up applied to any costs or charges incurred.
7. The Grantee must account for all payments paid out of the 'per beds' or 'per community care user' allocation and keep appropriate records. In so far as a grantee does not use the entirety of the 'per beds' or 'per community care user' allocation in pursuit of the infection control measures any remaining funds must be returned to the Local Authority.
8. In addition, the Local Authority and the CCG would require that all care homes and community care providers comply with requests to participate in training and support for care home and community care staff on infection prevention and control measures and procedures. This also includes a requirement to comply with requests from the Prevent and Protect Team on Assurance checks and visits.

## **Reporting**

9. The Local Authority will use the NHS Capacity Tracker and the CQC Home Care Survey (or successor) as a means to monitor compliance with the requirements of this grant, this is specifically in relation to:

- Measures to isolate residents within their own care homes
  - Actions to restrict staff movement within care homes
  - Paying staff full wages while isolating following a positive test
  - Other infection control measures
10. It is therefore imperative that ALL care homes and Community Care Providers are signed up to use the NHS Capacity Tracker or the CQC Home Care Survey (or successor) and complete the information in it on a regular basis, as set out above. The Local Authority will monitor this through system reporting and will contact individual providers where this is not being complied with. Please see paragraph 3 above setting out the impact of non-use of the NHS Capacity Tracker or the CQC Home Care Survey (or successor).
11. Providers are required to report on spend in month and planned spend to 31 March 2021 against specific categories on a monthly basis to allow the Authority to collate the required reporting to the Department of Health and Social Care. Any provider not submitting their reporting requirements may not receive the second instalment of funding. A template is provided as attached. Reporting dates are shown below;

<b>Reporting period for spend incurred in</b>	<b>Submit reporting template by</b>
October 2020	16 November 2020
November 2020	14 December 2020
December 2020	22 January 2021
January 2021	19 February 2021
February 2021	22 March 2021
March 2021	19 April 2021

I / we hereby agree to the receipt of the Infection Control Fund Round 2 grant from the Local Authority in accordance with the grant conditions set out above:

Signed: .....

Name: .....

On behalf of: .....

Dated: .....