



Feidhmeannacht na Seirbhíse Sláinte
Health Service Executive



Health Service Executive

Social Care Division - Disability
Services

Key Performance
Indicator Metadata 2016

Office Use Only KPI No. (source: target doc)	Page number	Key Performance Indicators Service Planning 2016							KPIs 2015		KPIs 2016									
		KPI Title	Reported against NSP / DOP	KPI Type Access/ Quality /Access Activity	Healthy Ireland / Corporate Plan / HI & CP	Report Frequency	2015 National Target / Expected Activity	2015 Projected outturn	2016 National Target / Expected Activity	Reported at National / CHO / HG Level	CHO1	CHO2	CHO3	CHO4	CHO5	CHO6	CHO7	CHO8	CHO9	
											HG1	HG2	HG3	HG4	HG5	HG6	HG7			
Social Care Disability Act Compliance	DIS1	8	No. of requests for assessments received	DOP	Access	CP	Q	4,745	5,539	5,539	CHO	302	299	268	1,184	406	201	1,355	484	1,040
	DIS2	9	% of assessments commenced within the timelines as provided for in the regulations	DOP	Access	CP	Q	100%	73%	100%	CHO	100%	100%	100%	100%	100%	100%	100%	100%	100%
	DIS3	10	% of assessments completed within the timelines as provided for in the regulations	NSP	Access	CP	Q	100%	34%	100%	CHO	100%	100%	100%	100%	100%	100%	100%	100%	100%
	DIS4	11	% of service statements completed within the timelines as provided for in the regulations	DOP	Access	CP	Q	100%	50%	100%	CHO	100%	100%	100%	100%	100%	100%	100%	100%	100%
Social Care 0-18s programme	DIS6	12	Proportion of established Children's Disability Network Teams having current individualised plans for all children	DOP	Access	CP	Q	100%	38%	100%	CHO	100%	100%	100%	100%	100%	100%	100%	100%	100%
	DIS 65	13	Number of Childrens Disability Network Teams established	NSP	Access	CP	M	No target 2015	New PI 2016	100% (129/129)	CHO	100%	100%	100%	100%	100%	100%	100%	100%	100%
Social Care - Day Services	DIS7	15	No. of work / work-like activity WTE 30 hour places provided for people with intellectual disability (ID) and / or autism	DOP	Access	HI & CP	Bi	1,533	1,523	1,533	CHO	173	46	232	316	340	53	204	122	47
	DIS8	17	No. of people with ID and / or autism in receipt of work / work-like activity services	DOP	Access /Activity	HI & CP	Bi	3,095	3,066	3,095	CHO	321	130	367	910	584	121	281	282	99
	DIS9	19	No. of work / work-like activity WTE 30 hour places provided for people with physical and / or sensory disability	DOP	Access	CP	Bi	72	70	72	CHO	18	12	9	4	12	11	2	1	3
	DIS10	21	No. of people with physical and / or sensory disability in receipt of work / work-like activity services	DOP	Access /Activity	HI & CP	Bi	158	159	158	CHO	25	19	16	13	22	55	3	1	4
	DIS11	23	No. of people with intellectual disability and/or autism in receipt of Other Day Services (excl. RT and work/like-work activities) - Adult (Q2 & Q4 only)	DOP	Access /Activity	HI & CP	Bi	12,579	13,156	12,579	CHO	812	1,398	950	2,112	1,487	980	1,713	1,444	1,683
	DIS12	25	No. of people with physical and/or sensory disability in receipt of Other Day Services (excl. RT and work/like-work activities) - Adult (Q2 & Q4 only)	DOP	Access /Activity	HI & CP	Bi	3,328	3,110	3,328	CHO	489	293	238	305	376	104	335	423	765
Social Care Rehabilitative Training	DIS13	27	No. of Rehabilitative Training places provided (all disabilities)	DOP	Access	CP	M	2,583	2583	2,583	CHO	272	385	206	355	254	195	394	206	316
	DIS14	29	No. of people (all disabilities) in receipt of Rehabilitative Training (RT)	DOP	Access /Activity	CP	M	2,870	2,859	2,870	CHO	292	512	231	394	309	188	362	203	379

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						2015 National	2015	2016 National Target /	Reported at	CHO1	CHO2	CHO3	CHO4	CHO5	CHO6	CHO7	CHO8	CHO9	
DIS15	31	% of school leavers and RT graduates who have received a placement which meets their needs	NSP	Access	HI & CP	Bi	100%	100%	100%	National	100%	100%	100%	100%	100%	100%	100%	100%	100%
DIS16	32	No. of people with ID and/or autism in receipt of residential services	DOP	Access /Activity	CP	Q 1 mth in arrears	8,091	7,881	8,091	CHO	701	799	779	1,152	858	638	1,177	877	1,110
DIS17	34	No. of people with physical and/or sensory disability in receipt of residential services	DOP	Access /Activity	CP	Q 1 mth in arrears	794	823	794	CHO	45	55	92	49	57	177	77	36	206
DIS18	36	No. of new referrals accepted for people with ID and / or autism for respite services	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	798	798	CHO	51	78	102	188	126	20	75	95	64
DIS19	38	No. of new people with ID and / or autism who commenced respite services	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	591	591	CHO	35	60	94	124	71	9	61	40	97
DIS20	40	No. of existing people with ID and / or autism in receipt of respite services	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	4,972	4,972	CHO	451	802	448	708	502	253	585	576	647
DIS21	42	No. of people with ID and / or autism formally discharged from respite services	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	484	484	CHO	18	92	91	102	47	4	22	66	42
DIS22	44	No. People with ID and/or autism in receipt of respite services	DOP	Access /Activity	CP	Q 1 mth in arrears	4,240	5,259	4,240	CHO	435	491	304	659	497	321	547	439	547
DIS23	46	No. of overnights (with or without day respite) accessed by people with ID and/or autism	NSP	Access /Activity	CP	Q 1 mth in arrears	162,396	159,700	153,839	CHO	9,889	29,267	10,764	23,630	12,115	14,050	21,413	14,307	18,404
DIS24	48	No. of day only respite sessions accessed by people with ID and / or autism	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	36,986	33,789	CHO	5,001	6,254	9,309	2,026	1,032	1,727	4,340	852	3,248
DIS25	50	No. of people with ID and / or autism who are in receipt of more than 30 overnights continuous respite	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	40	40	CHO	1	10	1	9	5	1	6	2	5
DIS26	52	No. of new referrals accepted for people with a Physical and / or Sensory Disability for respite services	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	225	225	CHO	58	7	17	27	6	16	65	28	1
DIS27	54	No. of new people with a Physical and / or Sensory Disability who commenced respite services	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	191	191	CHO	43	3	16	18	8	12	68	17	6
DIS28	56	No. of existing people with a Physical and / or Sensory Disability in receipt of respite services	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	992	992	CHO	107	257	86	127	71	99	41	65	139
DIS29	58	No. of people with a Physical and / or Sensory Disability formally discharged from respite services	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	107	107	CHO	21	26	11	13	0	7	0	29	4

	Office Use Only KPI No. (source:		Key Performance Indicators Service Planning 2016				Report Frequency	KPIs 2015		KPIs 2016										
			Reported against NSP /	KPI Type Quality /Access	Healthy Ireland / Corporate Plan / HI &	2015 National		2015	2016 National Target /	Reported at	CHO1	CHO2	CHO3	CHO4	CHO5	CHO6	CHO7	CHO8	CHO9	
Social Care - Respite Services (P)	DIS30	60	No. People with a Physical and / or Sensory Disability in receipt of respite services	DOP	Access /Activity	CP	Q 1 mth in arrears	1,034	943	1,034	CHO	70	172	73	113	70	124	186	88	138
	DIS31	62	No. of overnights (with or without day respite) accessed by people with a physical and/or sensory disability	NSP	Access /Activity	CP	Q 1 mth in arrears	27,607	23,887	26,161	CHO	1,822	3,076	1,927	3,255	2,166	2,718	5,241	3,084	2,872
	DIS32	64	No. of day only respite sessions accessed by people with a Physical and / or Sensory Disability	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	1,323	1,211	CHO	0	0	529	0	0	469	55	14	144
	DIS33	66	No. of people with a Physical and / or Sensory Disability who are in receipt of more than 30 overnights continuous respite	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	11	11	CHO	5	1	0	1	4	0	0	0	0
	DIS34	68	No. of new referrals accepted for adults with a physical and / or sensory disability for a PA service	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	271	271	CHO	25	35	66	11	47	0	0	58	29
	DIS35	70	No. of new adults with a physical and / or sensory disability who commenced a PA service	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	223	223	CHO	24	64	60	11	11	0	0	24	29
	DIS36	72	No. of existing adults with a physical and / or sensory disability in receipt of a PA service	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	2,284	2,284	CHO	230	389	386	415	263	9	77	268	247
	DIS37	74	No. of adults with a physical or sensory disability formally discharged from a PA service	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	134	134	CHO	18	35	31	1	10	0	0	12	27
	DIS38	76	No. of adults with a physical and / or sensory disability in receipt of a PA service	DOP	Access /Activity	CP	Q 1 mth in arrears	2,186	2,312	2,186	CHO	217	282	388	389	254	10	123	232	291
	DIS39	78	Number of PA Service hours delivered to adults with a physical and / or sensory disability	NSP	Access	CP	Q 1 mth in arrears	1,318,819	1,443,192	1,318,819	CHO	123,011	238,424	265,721	115,468	94,602	24,508	17,382	151,599	288,104
	DIS40a	80	No. of adults with a physical and / or sensory disability in receipt of 1 - 5 PA Hours per week	DOP	Access /Activity	CP	Bi	No target 2015	957	957	CHO	95	124	104	270	164	1	28	102	69
	DIS40b	82	No. of adults with a physical and / or sensory disability in receipt of 6 - 10 PA hours per week	DOP	Access /Activity	CP	Bi	No target 2015	538	538	CHO	50	96	85	101	51	2	24	81	48
	DIS40c	84	No. of adults with a physical and / or sensory disability in receipt of 11 - 20 PA hours per week	DOP	Access /Activity	CP	Bi	No target 2015	397	397	CHO	44	95	82	29	24	1	19	56	47

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						2015 National	2015	2016 National Target /	Reported at	CHO1	CHO2	CHO3	CHO4	CHO5	CHO6	CHO7	CHO8	CHO9	
DIS40d	86	No. of adults with a physical and / or sensory disability in receipt of 21 - 40 PA hours per week	DOP	Access /Activity	CP	Bi	No target 2015	256	256	CHO	28	52	77	10	13	2	11	24	39
DIS40e	88	No. of adults with a physical and / or sensory disability in receipt of 41 - 60 PA hours per week	DOP	Access /Activity	CP	Bi	No target 2015	73	73	CHO	9	7	25	1	4	1	3	6	17
DIS40f	90	No. of adults with a physical and / or sensory disability in receipt of 60+ PA hours per week	DOP	Access /Activity	CP	Bi	No target 2015	83	83	CHO	2	15	27	0	2	2	1	1	33
DIS41	92	No. of new referrals accepted for people with ID and / or autism for home support services	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	769	769	CHO	48	108	22	241	68	37	75	116	54
DIS42	94	No. of new people with ID and / or autism who commenced a home support service	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	707	707	CHO	107	79	43	241	50	15	58	73	41
DIS43	96	No. of existing people with ID and / or autism in receipt of home support services	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	3,811	3,811	CHO	482	485	281	342	615	264	426	551	365
DIS44	98	No. of people with ID and / or autism formally discharged from home support services	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	207	207	CHO	29	5	38	15	33	14	18	34	21
DIS45	100	No of people with an Intellectual Disability and / or Autism in receipt of Home Support Services	DOP	Access /Activity	CP	Q 1 mth in arrears	4,399	4,148	4,399	CHO	574	324	654	369	527	269	586	653	443
DIS46	102	No of Home Support Hours delivered to persons with an Intellectual Disability and / or Autism	NSP	Access	CP	Q 1 mth in arrears	1,079,963	1,207,312	1,084,224	CHO	186,917	89,073	87,190	66,762	123,826	62,475	161,732	240,897	65,352
DIS47a	104	No. of people with ID and / or Autism in receipt of 1 - 5 Home Support hours per week	DOP	Access /Activity	CP	Bi	No target 2015	1,889	1,889	CHO	196	143	248	196	116	167	237	312	274
DIS47b	106	No. of people with ID and / or Autism in receipt of 6 - 10 Home Support hours per week	DOP	Access /Activity	CP	Bi	No target 2015	617	617	CHO	55	53	49	90	54	71	109	95	41
DIS47c	108	No. of people with ID and / or Autism in receipt of 11 - 20 Home Support hours per week	DOP	Access /Activity	CP	Bi	No target 2015	318	318	CHO	14	9	12	32	109	23	46	58	15
DIS47d	110	No. of people with ID and / or Autism in receipt of 21- 40 Home Support hours per week	DOP	Access /Activity	CP	Bi	No target 2015	155	155	CHO	5	7	5	24	30	1	24	53	6
DIS47e	112	No. of people with ID and / or Autism in receipt of 41 - 60 Home Support hours per week	DOP	Access /Activity	CP	Bi	No target 2015	22	22	CHO	1	0	0	0	2	0	3	16	0
DIS47f	114	No. of people with ID and / or Autism in receipt of 60 + Home Support hours per week	DOP	Access /Activity	CP	Bi	No target 2015	60	60	CHO	19	1	0	1	3	3	4	29	0
DIS48	116	No. of new referrals accepted for people with a Physical and / or Sensory Disability for home support services	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	647	647	CHO	46	99	19	80	36	69	29	167	102

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						2015 National	2015	2016 National Target /	Reported at	CHO1	CHO2	CHO3	CHO4	CHO5	CHO6	CHO7	CHO8	CHO9	
DIS49	118	No. of new people with a Physical and / or Sensory Disability who commenced a home support service	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	566	566	CHO	46	89	35	58	28	52	32	39	187
DIS50	120	No. of existing people with a Physical and / or Sensory Disability in receipt of home support services	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	2,569	2,569	CHO	277	174	111	334	210	291	288	202	682
DIS51	122	No. of people with a Physical and / or Sensory Disability formally discharged from home support services	DOP	Access /Activity	CP	Q 1 mth in arrears	No target 2015	259	259	CHO	32	40	12	38	16	17	9	26	69
DIS52	124	No. of people with a physical and / or sensory disability in receipt of home support services	DOP	Access /Activity	CP	Q 1 mth in arrears	2,913	2,759	2,913	CHO	282	258	275	357	175	290	302	354	620
DIS53	126	No. of home support service hours delivered to people with a physical and / or sensory disability	NSP	Access	CP	Q 1 mth in arrears	1,512,733	1,441,907	1,515,776	CHO	149,688	92,888	54,089	122,050	86,762	240,752	215,026	191,962	362,559
DIS54a	128	No. of people with a Physical and / or Sensory Disability in receipt of 1 - 5 Home Support hours per week	DOP	Access /Activity	CP	Bi	No target 2015	1,251	1,251	CHO	105	137	91	217	84	112	123	146	236
DIS54b	130	No. of people with a Physical and / or Sensory Disability in receipt of 6 - 10 Home Support hours per week	DOP	Access /Activity	CP	Bi	No target 2015	580	580	CHO	39	33	16	84	45	70	49	74	170
DIS54c	132	No. of people with a Physical and / or Sensory Disability in receipt of 11 - 20 Home Support hours per week	DOP	Access /Activity	CP	Bi	No target 2015	435	435	CHO	32	15	11	63	34	46	63	51	120
DIS54d	134	No. of people with a Physical and / or Sensory Disability in receipt of 21 - 40 Home Support hours per week	DOP	Access /Activity	CP	Bi	No target 2015	247	247	CHO	27	4	4	14	13	44	30	28	83
DIS54e	136	No. of people with a Physical and / or Sensory Disability in receipt of 41 - 60 Home Support hours per week	DOP	Access /Activity	CP	Bi	No target 2015	75	75	CHO	6	3	1	6	2	18	8	12	19
DIS54f	138	No. of people with a Physical and / or Sensory Disability in receipt of 60 + Home Support hours per week	DOP	Access /Activity	CP	Bi	No target 2015	67	67	CHO	1	0	1	14	1	11	13	19	7
DIS55	140	Facilitate the movement of people from congregated to community settings	NSP	Quality	CP	Q	150	112	161	National	17	24	16	39	20	2	8	24	11

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			Reported against NSP /	KPI Type Access/ Quality /Access	Healthy Ireland / Corporate Plan / HI &	Report Frequency	2015 National	2015	2016 National Target /	Reported at	CHO1	CHO2	CHO3	CHO4	CHO5	CHO6	CHO7	CHO8	CHO9
	DIS 56	141	In respect of agencies in receipt of €3m or more in public funding, the % which employ an internationally recognised quality improvement methodology such as EFQM, CQL or CARF	NSP	Quality		Bi	100%	100%	100%	National	100%	100%	100%	100%	100%	100%	100%	100%
	DIS 60	142	% of compliance with outcomes of Disability Units following HIQA inspections by CHO	NSP	Quality		Q	No target 2015	New PI 2016	75%	CHO	75%	75%	75%	75%	75%	75%	75%	75%
	DIS 61	143	% of CHOs who have a plan in place on how they will implement their approach to the establishment of a Residents Council / Family Forum / Service User Panel or equivalent for Disability Services. Reporting to begin by Quarter 3 2016	NSP	Quality		Q	No target 2015	New PI 2016	100%	CHO	100%	100%	100%	100%	100%	100%	100%	100%
	DIS 62	144	% of Preliminary Screenings with an outcome of reasonable grounds for concern that are submitted to the Safeguarding and Protection Teams accompanied by an interim Safeguarding Plan.	NSP	Quality		Q	No target 2015	New PI 2016	100%	CHO	100%	100%	100%	100%	100%	100%	100%	100%
	DIS 63	145	% of CHO Head's of Social Care who can evidence implementation of the HSE's Safeguarding Vulnerable Persons at Risk of Abuse Policy throughout the CHO as set out in Section 4 of the policy. Reporting to begin by Quarter 2 2016	NSP	Quality		Q	No target 2015	New PI 2016	100%	CHO	100%	100%	100%	100%	100%	100%	100%	100%
	DIS 64	146	% of CHO Heads of Social Care that have established CHO wide organisational arrangements required by the HSE's Safeguarding Vulnerable Persons at Risk of Abuse Policy as set out in Section 9.2 of the policy. Reporting to begin by Quarter 2 2016	NSP	Quality		Q	No target 2015	New PI 2016	100%	CHO	100%	100%	100%	100%	100%	100%	100%	100%

KPI Guidelines Explained

1	KPI Title	Exact title of KPI as it appears in the National Service Plan or Corporate Plan.
2	KPI Description	Description of the KPI including a description of the target population. Where definitions exist in other documents these should be included here (e.g. Vision for Change, etc.). Where definitions exist which are very long they can be
3	KPI Rationale	Rationale for the measurement of the KPI (e.g. HSE or Government priority). Importance of area (e.g.: high incidence, high morbidity, high service-user volumes, costly to provide). Consequences of poor performance on target population. Potential for improvement if performance is known. Evidence to support outcome improvement if target reached. Existence of agreed/recognised target or benchmark.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing
4	KPI Target	Indicate the target for the KPI – a target should be set for the KPI to inform progress towards an acceptable level of performance.
5	KPI Calculation	Indicate how the KPI will be calculated. The target population is called the denominator and includes all services users or events that qualify for inclusion in the measurement process (for ratios the numerator is not included in the denominator). The subset of the target population that meets the criteria as defined in the indicator is called the numerator. Specify whether KPI is expressed as a proportion; ratio; percentage; or count and how it should be interpreted against target.
6	Data Source	Indicate the data source (s) which will be used for the KPI. This should give details of primary data collection (e.g. PHN records, patient charts, administration data bases, survey data). It should indicate the route through which data is communicated and collated (e.g. provided by PHNs to LHOs to RDO Business Unit to BIU).
	Data Completeness	Comment on any known data completeness issues.
	Data Quality Issues	Comment on any known data quality issues.
7	Data Collection Frequency	Indicate how often the data to support the KPI will be collected: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Indicate the terms which should be used to identify what should be included in the data. This should include synonyms, International Classification of Disease (ICD) and SNOMED (Systematised Nomenclature of Medicine Clinical Terms) where applicable.
9	Minimum Data Set	Indicate what core data items (with definitions) should be collected for the purpose of reporting the KPI. The data lines can be included here or an example appended for information where there is a definitive minimum data set
10	International Comparison	Indicate if this KPI is collected in other jurisdictions outside of Ireland and therefore allows for international comparison.
11	KPI Monitoring	Indicate how often the KPI will be monitored and by whom: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
12	KPI Reporting Frequency	Indicate how often the KPI will be reported (at a National level this will align with the agreed reporting timeframe in the NSP): <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually
13	KPI report period	Indicate the period to which the data applies: <input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter) <input type="checkbox"/> Monthly in arrears
14	KPI Reporting Aggregation	Indicate the level of aggregation – this refers to the combination of results to provide a broader picture of performance for example over a geographical location: <input type="checkbox"/> National <input type="checkbox"/> Regional <input type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports?	Indicate where the KPI will be reported for example: <input type="checkbox"/> Corporate Plan Report <input type="checkbox"/> Performance Assurance Report <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	Indicate the web link to the data (where this is available).
17	Additional Information	Include any additional information relevant to the KPI.
Contact details for Data Manager / Specialist Lead		
National Lead and Division		

(DIS 1) Disability: Disability Act Compliance

1	KPI Title	Number of requests for assessments received
2	KPI Description DIS 1	The number of complete applications for Assessment of Need as recorded in the Assessment of Need database (Implementation: Part 2-Disability Act).
3	KPI Rationale	This metric is in line with the Disability Act 2005.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 Operation Plan Target/Expected Activity: 5,539. CHO targets: CHO 1 = 302, CHO 2 = 299, CHO 3 = 268, CHO 4 = 1,184, CHO 5 = 406, CHO 6 = 201, CHO 7 = 1,135, CHO 8 = 484, CHO 9 = 1,040
5	KPI Calculation	Count the total number of complete applications for Assessment of Need received, as recorded on the Assessment of Need database.
6	Data Source	Quarterly activity reports issued to the Business Information Unit by the Disability Information Unit via the National Disability Unit.
	Data Completeness	100% data completeness required and expected.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a Disability.
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally.
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually Other – give details: Please indicate who is responsible at local level for monitoring KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (Q1 data reported in Q2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 2) Disability: Disability Act Compliance

1	KPI Title	% of assessments commenced within the timelines as provided for in the regulations
2	KPI Description DIS 2	The % of Assessments of Need which completed stage 2 of the process, as recorded in the Assessment of Need database. (Implementation: Part 2-Disability Act).
3	KPI Rationale	This metric is in line with the Disability Act 2005.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 Opaeratio Plan National Target: 100% All CHO targets:100%
5	KPI Calculation	The total number of Assessments of Need which commenced stage 2 of the process, as provided for in the regulations and recorded on the Assessment of Need database.
6	Data Source	Disability Manager/Nominee - National Disabilities Unit, Limerick - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a Disability.
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally.
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually Other – give details: Please indicate who is responsible at local level for monitoring KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (Q1 data reported in Q2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 3) Disability: Disability Act Compliance

1	KPI Title	% of assessments completed within the timelines as provided for in the regulations
2	KPI Description DIS 3	The number of Assessments of Need completed within three months of their commencement OR within a revised time frame negotiated as per paragraph 10 of the Regulations accompanying the Disability Act which allows for exceptional circumstances. Total number also expressed in percentage terms. (Implementation: Part 2-Disability Act).
3	KPI Rationale	This metric is in line with the Disability Act 2005.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 National Service Plan Target: 100%, All CHO targets:100%
5	KPI Calculation	The total number of Assessments of Need completed within three months of their commencement OR within a revised time frame negotiated as per paragraph 10 of the Regulations accompanying the Disability Act which allows for exceptional circumstances. Total number also expressed in percentage terms.
6	Data Source	Disability Manager/Nominee - National Disabilities Unit, Limerick - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a Disability.
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally.
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually Other – give details: Please indicate who is responsible at local level for monitoring KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (Q1 data reported in Q2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 4) Disability: Disability Act Compliance

1	KPI Title	% of service statements completed within the timelines as provided for in the regulations.
2	KPI Description DIS 4	The % of Service Statements completed within one month of the date of receipt of the Assessment Report by the Liaison Officer / Case Manager, as provided for in the regulations.
3	KPI Rationale	This metric is in line with the Disability Act 2005.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 Operation Plan National Target: 100%, All CHO targets:100%
5	KPI Calculation	The total number of Service Statements completed within one month of the date of receipt of the Assessment Report by the Liaison Officer / Case Manager, as provided for in the regulations.
6	Data Source	Disability Manager/Nominee - National Disabilities Unit, Limerick - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a Disability.
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally.
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually Other – give details: Please indicate who is responsible at local level for monitoring KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (Q1 data reported in Q2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports ?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 6) Disability: Services for Children and Young People

1	KPI Title	Proportion of established Children's Disability Network Teams having current individualised plans for all children
2	KPI Description DIS 6	The number of established geographically based children's disability teams who have current individual plans e.g. Individual Family Service Plan (IFSP), Individual Development Plan (IDP) etc for each child. Geographically based teams: refers to a children's disability network team which provides services for all children with complex needs in a given geographical area, regardless of their disability.
3	KPI Rationale	To monitor the number of children's disability teams who have current individualised plans for all children
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 Operational Plan National Target: 100%
5	KPI Calculation	Count the total number of established geographically based teams who have current individualised plans for all children. Point in time calculation i.e. do not add quarterly returns together. For year end annual outturn, the 4th quarter outturn is used e.g. Q1 3, Q2 5 Q3 9 Q4 10. Therefore, total submitted for annual outturn = 10.
6	Data Source	Local Implementation Group Lead - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: Data will be collected monthly by the Disability Manager/Nominee for monitoring purposes. This KPI is reported in the Performance Report on a quarterly basis.
8	Tracer Conditions	People with a disability.
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally.
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The LIG Lead will submit completed data to the Disability Manager who will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the CHO Lead (Community Health Office) for approval, review and oversight. Where there are variances against target, the Programme Lead will include a bullet point explanation with the returns to the CHO. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. This national collated return will be cross checked against reports received by the Social Care Division - Disabilities Please indicate who is responsible at local level for monitoring KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (Q1 data reported in Q2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: LIG
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 65) Disability: Services for Children and Young People

1	KPI Title	Number of Children's Disability Network Teams (in line with Progressing Disability Services for Children and Young People's Programme) established
2	KPI Description	In line with Progressing Disability Services for Children and Young People's Programme existing therapy resources for children must be reconfigured to geographic based teams.
3	KPI Rationale	To monitor the number of children's disability Network Teams established
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 National Service Plan Target: 129 teams (inc 56 established to date)
5	KPI Calculation	Count the total number of Children's Disability Network Teams established within the reporting month. This is a Point in time calculation i.e. do not add quarterly returns together. For year end annual outturn, the 4th quarter outturn is used e.g. Q1 3, Q2 5 Q3 9 Q4 10. Therefore, total submitted for annual outturn = 10.
6	Data Source	Local Implementation Group Lead - Disability Manager/Nominee - Community Health Office (CHO) LIG Lead - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: Data will be collected monthly by the Disability Manager/Nominee for monitoring purposes. This KPI is reported in the Performance Report on a quarterly basis.
8	Tracer Conditions	People with a disability.
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally.
11	KPI Monitoring	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The LIG Lead will submit completed data to the Disability Manager who will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Programme Lead will include a bullet point explanation with the returns to the Chief Officer. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. This national collated return will be cross checked against reports received by the Social Care Division - Disabilities
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input checked="" type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (Q1 data reported in Q2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: LIG
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

Disability: Day Services Programme Descriptors

Programme Description		Explanation
PD1.	Day Care Programme	High support services primarily focused on providing a health care service to meet the specific needs of individuals.
PD2.	Day Activation/Activity	A day programme which is essentially a support and therapeutic service designed to meet the needs of people through individual plans. The environment is designed to maximise the functional levels of service users. Day programmes provide a range of skills and activities such as independent living skills, personal development, education classes, social and recreational activities, and health-related and therapy supports. Day activation is essentially a programme that does not include work activity.
PD3.	Active Community Participation/Inclusion	Programmes and supports specifically targeted towards the inclusion and active participation of service users in mainstream community programmes and activities. This includes participation in educational opportunities, sport and recreation involvement, social events, local partnership projects and advocacy initiatives. A range of supports that promote and facilitate inclusion are provided to individuals and groups, such as accessing services, liaison, planning, co-ordinating and supporting attendance and active participation by service users.
PD4.	Sheltered Work Therapeutic	A centre-based programme designed to provide constructive occupation for an individual or group where work activity is a key element of the programme. The work is carried out in a centre or location designed for that purpose but there is no third party involvement, that is, no contract work and not open to public. Examples of this could be a day service that focuses on cooking and baking or arts and crafts. The product is consumed within the service. They may also hold coffee mornings to showcase the work and sell some of the products at nominal cost to encourage service users and prevent a build-up of stock. Service users may or may not receive allowances or discretionary top-up payments.
PD5.	Sheltered Work Commercial	A day programme which consists of work activity. In these situations, the public has access to the product or service and contract work is carried out for a third party. Money is exchanged for goods or services. Service users may or may not receive allowances or discretionary top-up payments.
PD6.	Sheltered Work - 'Like Work'	A day programme which involves service users working within HSE or service provider organisations in what could be described as 'like work' situations. This includes service users working in kitchens, maintenance work, landscaping, office, administration, post room, catering, hospital shops, canteens, and so on. Service users receive a discretionary top-up payment. The purpose of this discretionary payment is to give the service user a sense of worth and reward and encourage him or her to continue with the activity. This payment could be argued to be an important part of the therapeutic aspect of the work done.
PD7.	External Work 'Like Work' – (less than minimum wage)	A day programme which involves service users working in external 'like work' situations. In most cases, the service provider sources the placement in an open employment setting as part of the individual's day programme. Minimum wage or Disability Allowance (DA) plus rules do not apply but the employer normally makes a discretionary top-up payment, either directly to the individual or to the service provider to allocate at its discretion. Examples include service users working in supermarkets, fast food chains, and so on. Short-term work placements that are part of a recognised training programme are not included.
PD8.	Open Employment (no supports)	This is employment in the open labour market without additional supports. In some instances, a service user may be in open employment with no supports for only part of his or her week. The service provider may have helped the individual to get their job but has now withdrawn all support.
PD9.	Supported Employment	Supported Employment is paid employment in the open labour market with ongoing supports. The minimum wage and full employee status applies. Service users may be participating in the FAS-funded Supported Employment Programme or in initiatives run by service providers.
PD10.	Sheltered Employment	Employment in an enterprise set up specifically to employ people with disabilities and which receives designated funding from the HSE. It refers to employment under sheltered conditions where workers have a contract of employment and are in receipt of the minimum wage.
PD11.	Rehabilitative Training	Rehabilitative Training programmes are designed to equip participants with basic personal, social and work-related skills that will enable them to progress to greater levels of independence and integration in the community. These are approved programmes with 'Whole Time Equivalent' (WTE) places allocated by the national Occupational Guidance Service structure.
PD12.	Education Programme	Programmes funded by the Department of Education and Skills to enhance day services.
PD13.	Voluntary Work	The volunteer works in the community or for the benefit of the natural environment primarily because he or she chooses to do so. A volunteer worker does not get paid or receive compensation for services rendered. Each person's motivation will be unique but will often be a combination of: - altruism (volunteering for the benefit of others), - quality of life (serving the community because doing service makes one's own life better, for example from being with other people, staying active and having a sense of the value of themselves that may not be as clear in other areas of life), and - giving back, a sense of duty or religious conviction.

(DIS 7) Disability: Day Services

1	KPI Title	No. of work / work-like activity WTE 30 hour places provided for people with ID and / or autism. (Disability: Day Services programme descriptors sheet to be used with this metric)
2	KPI Description DIS 7	Number of work / work-like activity whole time equivalent (WTE) 30 hour places for people with ID and / or autism as funded by HSE Disability Services. Work / work like activity places include: Sheltered Work-Therapeutic (PD4), Sheltered Work-Commercial (PD5), Sheltered Work-Like Work (PD6), External Work- Like Work (PD7) Work / work like activity places do not include: PD1, PD2, PD3, PD8, PD9, PD10, PD11, PD12, PD13
3	KPI Rationale	To monitor the number of 30 hour WTE work / work-like activity places available for people with ID and / or autism as funded by HSE Disability Services.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input checked="" type="checkbox"/> Better Health and Wellbeing
4	KPI Target	2016 Operational Plan National Target: 1,533. CHO targets: CHO 1 = 173, CHO 2 = 46, CHO 3 = 232, CHO 4 = 316, CHO 5 = 340, CHO 6 = 53, CHO 7 = 204, CHO 8 = 122, CHO 9 = 47.
5	KPI Calculation	Count the number of 30 hour WTE work / work-like activity places (as defined above) utilised by people with an ID and / or autism as funded by HSE Disability Services. Each WTE place is equivalent to 30 hours per week. If a person does not attend for a full 30 hours, the WTE is calculated by dividing the total number of hours actually worked by the person by 30 (e.g. person attends for 25 hours per week, 25/30 = 0.84 WTE). Each WTE place is counted only once per quarter. One person may attend more than one day service or engage in more than one Work/Like work activity. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end annual outturn, the Q4 outturn is used (e.g. CHO 8: Q2: 418, Q4: 422). Therefore the number of work / work like activity WTE places in CHO 8 for the year is 422. WTE Work Places must be returned by the HSE Area from which funding is allocated (e.g. Cork service user accessing work place in Kerry). This work place to be returned by Cork Disability Services.
6	Data Source	Data is submitted by service providers to the local Rehabilitation Training (RT) Co-coordinators. Following local input into the National Occupational Guidance Service Database, reports are produced at national level and issued to the Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: Data is updated and uploaded locally on an ongoing basis. Data is reported on a bi-annual basis.
8	Tracer Conditions	People with an ID / autism.
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally.
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The local RT Coordinator oversees data verification with the service provider prior to completing national database report. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (Q1 data reported in Q2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual (Q2 report covers Jan - Jun data)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider

15	KPI is reported in which reports?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Assurance Report <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 8) Disability: Day Services

1	KPI Title	No. of people with ID and / or autism in receipt of work / work-like activity services (Disability: Day Services programme descriptors sheet to be used with this metric)
2	KPI Description DIS 8	Number of people with ID and / or autism in receipt of work / work-like activity services as funded by HSE Disability Services. Work / work like activity places include: Sheltered Work-Therapeutic (PD4), Sheltered Work-Commercial (PD5), Sheltered Work-Like Work (PD6), External Work- Like Work (PD7) Work / work like activity places do not include: PD1, PD2, PD3, PD8, PD9, PD10, PD11, PD12, PD13
3	KPI Rationale	To monitor the number of people with an ID and / or autism in receipt of work / work like services as funded by HSE Disability Services.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input checked="" type="checkbox"/> Better Health and Wellbeing
4	KPI Target	2016 Operational Plan National Target: 3,095. CHO targets: CHO 1 = 321, CHO 2 = 130, CHO 3 = 367, CHO 4 = 910, CHO 5 = 584, CHO 6 = 121, CHO 7 = 281, CHO 8 = 282, CHO 9 = 99.
5	KPI Calculation	Count the number of people with ID and / or autism in receipt of WTE work / work-like activity places (as defined above) as funded by HSE Disability Services. One person may attend more than one day service or engage in more than one Work/Like work activity. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end annual outturn, the Q4 outturn is used (e.g. CHO 8 Q2: 325, Q4: 332). Therefore the number of people in receipt of work / work like activity WTE places in CHO 8 for the year is 332. WTE work places must be returned by the HSE Area from which funding is allocated (e.g. Cork service user accessing work place in Kerry). This person to be returned by Cork Disability Services.
6	KPI Calculation	Data is submitted by service providers to the local Rehabilitation Training (RT) Co-coordinators. Following local input into the National Occupational Guidance Service Database, reports are produced at national level and issued to the Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: Data is updated and uploaded locally on an ongoing basis. Data is reported on a bi-annual basis.
8	Tracer Conditions	People with an ID / autism.
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally.
11	KPI Monitoring	KPI will be monitored: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The local RT Coordinator oversees data verification with the service provider prior to completing national database report. Please indicate who is responsible at local level for monitoring this KPI:
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (Q1 data reported in Q2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual (Q2 report covers Jan - Jun data)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/

Contact details for Data Manager / Specialist Lead	Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division	National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 9) Disability: Day Services

1	KPI Title	Number of work / work-like activity WTE 30 hour places provided for people with a physical and / or sensory disability
2	KPI Description DIS 9	<p>Number of work / work-like activity whole time equivalent (WTE) 30 hour places for people with a physical and / or sensory disability as funded by HSE Disability Services.</p> <p>Work / work like activity places include: Sheltered Work-Therapeutic (PD4), Sheltered Work-Commercial (PD5), Sheltered Work-Like Work (PD6), External Work- Like Work (PD7)</p> <p>Work / work like activity places do not include: PD1, PD2, PD3, PD8, PD9, PD10, PD11, PD12, PD13</p>
3	KPI Rationale	To monitor the number of 30 hour WTE work / work-like activity places available for people with a physical and / or sensory disability as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input checked="" type="checkbox"/> Better Health and Wellbeing</p>
4	KPI Target	<p>2016 Operational Plan National Target: 72.</p> <p>CHO targets: CHO 1 = 18, CHO 2 = 12, CHO 3 = 9, CHO 4 = 4, CHO 5 = 12, CHO 6 = 11, CHO 7 = 2, CHO 8 = 1, CHO 9 = 3.</p>
5	KPI Calculation	<p>Count the number of 30 hour WTE work / work-like activity places (as defined above) utilised by people with a physical and / or sensory disability as funded by HSE Disability Services.</p> <p>Each WTE place is equivalent to 30 hours per week. If a person does not attend for a full 30 hours, the WTE is calculated by dividing the total number of hours actually worked by the person by 30 (e.g. person attends for 25 hours per week, 25/30 = 0.84 WTE). Each WTE place is counted only once per quarter.</p> <p>One person may attend more than one day service or engage in more than one Work/Like work activity.</p> <p>This is a point in time calculation (i.e. do not add bi-annual returns together). For year end annual outturn, the Q4 outturn is used (e.g. CHO 8: Q2: 418, Q4: 422). Therefore the number of work / work like activity WTE places for people with a physical and / or sensory disability in CHO 8 for the year is 422.</p> <p>WTE Work Places must be returned by the HSE Area from which funding is allocated (e.g. Cork service user accessing work place in Kerry). This work place to be returned by Cork Disability Services.</p>
6	Data Source	Data is submitted by service providers to the local Rehabilitation Training (RT) Co-coordinators. Following local input into the National Occupational Guidance Service Database, reports are produced at national level and issued to the Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: Data is updated and uploaded locally on an ongoing basis. Data is reported on a bi-annual basis.
8	Tracer Conditions	People with a physical and / or sensory disability.
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally.
11	KPI Monitoring	<p>KPI will be <u>monitored</u>:</p> <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The local RT Coordinator oversees data verification with the service provider prior to completing national database report. Please indicate who is responsible at local level for monitoring this KPI:
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (Q1 data reported in Q2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual (Q2 report covers Jan - Jun data)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider

15	KPI is reported in which reports?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 10) Disability: Day Services

1	KPI Title	No. of people with physical and / or sensory disability in receipt of work / work-like activity services (Disability: Day Services programme descriptors sheet to be used with this metric)
2	KPI Description DIS 10	Number of people with physical and / or sensory disability in receipt of work / work-like activity services as funded by HSE Disability Services. Work / work like activity places include: Sheltered Work-Therapeutic (PD4), Sheltered Work-Commercial (PD5), Sheltered Work-Like Work (PD6), External Work- Like Work (PD7) Work / work like activity places do not include: PD1, PD2, PD3, PD8, PD9, PD10, PD11, PD12, PD13
3	KPI Rationale	To monitor the number of people with physical and / or sensory disability in receipt of work / work like services as funded by HSE Disability Services.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input checked="" type="checkbox"/> Better Health and Wellbeing
4	KPI Target	2016 Operational Plan National Target: 158 Target per CHO: CHO 1 = 25, CHO 2 = 19, CHO 3 = 16, CHO 4 = 13, CHO 5 = 22, CHO 6 = 55, CHO 7 = 3, CHO 8 = 1, CHO 9 = 4.
5	KPI Calculation	Count the number of people with a physical and / or sensory disability in receipt of WTE work / work-like activity places (as defined above) as funded by HSE Disability Services. One person may attend more than one day service or engage in more than one Work/Like work activity. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end annual outturn, the Q4 outturn is used (e.g. CHO 5 Q2: 325, Q4: 332). Therefore the number of people in receipt of work / work like activity WTE places in CHO 5 for the year is 332. Work Places must be returned by the HSE Area from which funding is allocated (e.g. Cork service user accessing work place in Kerry). This person to be returned by Cork Disability Services.
6	Data Source	Data is submitted by service providers to the local Rehabilitation Training (RT) Co-coordinators. Following local input into the National Occupational Guidance Service Database, reports are produced at national level and issued to the Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: Data is updated and uploaded locally on an ongoing basis. Data is reported on a bi-annual basis.
8	Tracer Conditions	People with a physical and / or sensory disability.
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally.
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The local RT Coordinator oversees data verification with the service provider prior to completing national database report. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (Q1 data reported in Q2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual (Q2 report covers Jan - Jun data)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider

15	KPI is reported in which reports?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 11) Disability: Day Services

1	KPI Title	No. of people with ID and /or autism in receipt of Other Day Services (excluding RT and work / work-like activities) (adults only) (Disability: Day Services programme descriptors sheet to be used with this metric)
2	KPI Description DIS 11	Number of persons with ID and / or autism in receipt of "other day services" as funded by HSE Disability Services. "Other day services" include: PD1, PD2, PD3, PD8, PD9, PD10, PD12, PD13 "Other day services" do not include: PD4, PD5, PD6, PD7 (counted under work / work-like KPIs) and PD11 (counted under Rehabilitative Training KPI)
3	KPI Rationale	To monitor the number of persons with an ID and / or autism in receipt of "other day services" as funded by HSE Disability Services.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input checked="" type="checkbox"/> Better Health and Wellbeing
4	KPI Target	2016 Operational Plan National Target: 12,579 Target per CHO: CHO 1 = 812 CHO 2 = 1,398, CHO 3 = 950, CHO 4 = 2,112, CHO 5 = 1,487, CHO 6 = 980, CHO 7 = 1,713, CHO 8 = 1,444, CHO 9 = 1,683.
5	KPI Calculation	Count the number of persons with an ID who benefit from "other day services" (as defined above). Persons may attend RT and "other day services". Where a person is attending RT and "other day services" their RT attendance is counted, and not the "other day services" attendance. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end annual outturn, the Q4 outturn is used (e.g. CHO 8: Q2: 653, Q4: 660). Therefore the number of persons with an ID and / or autism in receipt of "other day Services" in CHO 8 for the year is 660. WTE RT places must be returned by the HSE Area from which funding is allocated (e.g. Cork service user accessing work place in Kerry). This person to be returned by Cork Disability Services. Note: For ease of collation and to prevent double counting, the following calculation process may help:- Disability Managers to collect the overall figure of all people attending day services from service providers. Disability Managers acquire from RT Occupational Guidance System Coordinators the database reports regarding people in RT services and those availing of Work/ Like Work. Disability Managers subtract the sum of RT and Work /Like Work numbers of people from the overall number and return that figure.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: Data is updated and uploaded locally on an ongoing basis. Data is reported on a bi-annual basis.
8	Tracer Conditions	People with an ID/ autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally.
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager

12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (Q1 data reported in Q2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual (Q2 report covers Jan - Jun data)
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 12) Disability: Day Services

1	KPI Title	No. of people with a physical and / or sensory disability in receipt of Other Day Services (excl. RT and work / work-like activities) (adults only) (Disability: Day Services programme descriptors sheet to be used with this metric)
2	KPI Description DIS 12	Number of persons with a physical and / or sensory disability in receipt of "other day services" as funded by HSE Disability Services. "Other day services" include: PD1, PD2, PD3, PD8, PD9, PD10, PD12, PD13 "Other day services" do not include: PD4, PD5, PD6, PD7 (counted under work / work-like KPIs) and PD11 (counted under Rehabilitative Training KPI)
3	KPI Rationale	To monitor the number of persons with a physical and / or sensory disability in receipt of "other day services" as funded by HSE Disability Services.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input checked="" type="checkbox"/> Better Health and Wellbeing
4	KPI Target	2016 Operational Plan National Target: 3,328 Target per CHO: CHO 1 = 489, CHO 2 = 293, CHO 3 = 238, CHO 4 = 305, CHO 5 = 376, CHO 6 =104, CHO 7 = 335, CHO 8 = 423, CHO 9 = 765.
5	KPI Calculation	Count the number of persons with a physical and / or sensory disability who benefit from "other day services" (as defined above). Persons may attend RT and "other day services". Where a person is attending RT and "other day services" their RT attendance is counted, and not the "other day services" attendance. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end annual outturn, the Q4 outturn is used (e.g. CHO 4: Q2: 653, Q4: 660). Therefore the number of persons with a physical and / or sensory disability in receipt of "other day Services" in CHO 4 for the year is 660. WTE RT places must be returned by the HSE Area from which funding is allocated (e.g. Cork service user accessing work place in Kerry). This person to be returned by Cork Disability Services. Note: For ease of collation and to prevent double counting, the following calculation process may help:- Disability Managers to collect the overall figure of all people attending day services from service providers. Disability Managers acquire from RT Occupational Guidance System Coordinators the database reports regarding people in RT services and those availing of Work/ Like Work. Disability Managers subtract the sum of RT and Work /Like Work numbers of people from the overall number and return that figure.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: Data is updated and uploaded locally on an ongoing basis. Data is reported on a bi-annual basis.
8	Tracer Conditions	People with a physical and / or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally.

11	KPI Monitoring	<p>KPI will be <u>monitoed</u>:</p> <p><input type="checkbox"/>Daily <input type="checkbox"/>Weekly <input type="checkbox"/>Monthly <input type="checkbox"/>Quarterly <input checked="" type="checkbox"/>Bi-annually <input type="checkbox"/>Annually</p> <p><input checked="" type="checkbox"/>Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter.</p> <p>Please indicate who is responsible at local level for monitoring this KPI: Disability Manager</p>
12	KPI Reporting Frequency	<p><input type="checkbox"/>Daily <input type="checkbox"/>Weekly <input type="checkbox"/>Monthly <input type="checkbox"/>Quarterly <input checked="" type="checkbox"/>Bi-annually <input type="checkbox"/>Annually</p> <p><input type="checkbox"/>Other – give details:</p>
13	KPI report period	<p><input type="checkbox"/>Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity)</p> <p><input type="checkbox"/>Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter)</p> <p><input type="checkbox"/>Monthly in arrears (June data reported in July)</p> <p><input type="checkbox"/>Quarterly in arrears (Q1 data reported in Q2)</p> <p><input type="checkbox"/>Rolling 12 months (previous 12 month period)</p> <p><input checked="" type="checkbox"/>Other - give details: Biannual (Q2 report covers Jan - Jun data)</p>
14	KPI Reporting Aggregation	<p><input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital</p> <p><input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider</p>
15	KPI is reported in which reports?	<p><input checked="" type="checkbox"/>Performance Assurance Report (PAR) <input type="checkbox"/>Other – give details:</p>
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		<p>Information Analyst: Denise McCarthy denise.mccarthy@hse.ie</p> <p>Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie</p>
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(13) Disability: Rehabilitative Training Services

1	KPI Title	No. of Rehabilitative Training places provided (all disabilities) (Disability: Day Services programme descriptors sheet to be used with this metric)
2	KPI Description DIS 13	Number of rehabilitative training (RT) places available to people with an ID and / or autism, physical and Sensory disability and mental health difficulties. An RT place includes: PD11 only An RT place is equivalent to 30 hours per week.
3	KPI Rationale	To monitor the number of RT places available to people with an ID and / or autism, physical and sensory disability and mental health difficulties funded by HSE Disability Services.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input checked="" type="checkbox"/> Better Health and Wellbeing
4	KPI Target	2016 Operational Plan National Target: 2,583
5	KPI Calculation	Count the number of RT training places (as defined above) utilised by people with an ID and / or autism, physical and sensory disability and mental health difficulties as funded by HSE Disability Services. Each RT place is equivalent to 30 hours per week. A person must attend for a minimum of 15 hours per week. If a person does not attend for a full 30 hours, the WTE is calculated by dividing the total number of hours actually worked by the person by 30 (e.g. person attends for 25 hours per week, $25/30 = 0.84$ WTE). Each WTE place is counted only once per quarter. people may attend RT and other day services. Where a person is availing of "other day services" their RT attendance is counted, and not the "other day services" attendance. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end annual outturn, the Q4 outturn is used (e.g. CHO 4: Q2: 653, Q4: 660). Therefore the number of RT places for people with an ID and / or autism, physical and sensory disability and mental health difficulties in CHO 4 for the year is 660. WTE RT places must be returned by the HSE Area from which funding is allocated (e.g. Cork service user accessing work place in Kerry). This work place to be returned by Cork Disability Mgr/Nominee.
6	Data Source	Data is submitted by service providers to the local Rehabilitation Training (RT) Co-coordinators. Following local input into the National Occupational Guidance Service database, reports are produced at national level and issued to the Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: Data is updated and uploaded locally on an ongoing basis.
8	Tracer Conditions	People with an ID and / or autism, physical and sensory disability and mental health difficulties.
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally.
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The local RT Coordinator oversees data verification with the service provider prior to completing national database report. Please indicate who is responsible at local level for monitoring this KPI:
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter) <input checked="" type="checkbox"/> Monthly current <input type="checkbox"/> Quarterly in arrears (Q1 data reported in Q2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:

14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(14) Disability: Rehabilitative Training Services

1	KPI Title	No. of people (all disabilities) in receipt of from Rehabilitative Training (RT) (Disability: Day Services programme descriptors sheet to be used with this metric)
2	KPI Description DIS 14	Number of people with an ID and / or autism, physical and sensory disability and mental health difficulties benefiting from rehabilitative training (RT) places as funded by HSE Disability Services. An RT place includes: PD11 only An RT place is equivalent to 30 hours per week.
3	KPI Rationale	To monitor the number of people with an ID and / or autism, physical and sensory disability and mental health difficulties benefiting from RT places as funded by HSE Disability Services.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input checked="" type="checkbox"/> Better Health and Wellbeing
4	KPI Target	2016 Operational Plan National Target: 2,870 Target per CHO: CHO 1= 292, CHO 2 = 512, CHO 3 = 231, CHO 4 = 394, CHO 5 = 309, CHO 6 = 188, CHO 7= 362, CHO 8 = 203, CHO 9 = 379.
5	KPI Calculation	Count the number of people with an ID and / or autism, physical and sensory disability and mental health difficulties who benefit from RT places (as defined above). A person must attend an RT place for a minimum of 15 hours per week. people may attend RT and other day services. Where a person is availing of "other day services" their RT attendance is counted, and not the "other day services" attendance. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end annual outturn, the Q4 outturn is used (e.g. CHO 4: Q2: 653, Q4: 660). Therefore the number of people with an ID and / or autism, physical and sensory disability and mental health benefiting from RT places in CHO 4 for the year is 660. WTE RT places must be returned by the HSE Area from which funding is allocated (e.g. Cork service user accessing work place in Kerry). This person to be returned by Cork Disability Services.
6	Data Source	Data is submitted by service providers to the local Rehabilitation Training (RT) Co-coordinators. Following local input into the National Occupational Guidance Service database, reports are produced at national level and issued to the Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: Data is updated and uploaded locally on an ongoing basis.
8	Tracer Conditions	People with an ID and / or autism, physical and sensory disability and mental health difficulties.
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally.
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The local RT Coordinator oversees data verification with the service provider prior to completing national database report. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter) <input checked="" type="checkbox"/> Monthly current <input type="checkbox"/> Quarterly in arrears (Q1 data reported in Q2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:

14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input type="checkbox"/> Corporate Plan Report <input checked="" type="checkbox"/> Performance Report (NSP/CBP) <input type="checkbox"/> CompStat <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(15) Disability: Rehabilitative Training Services

1	KPI Title	% of school leavers and RT graduates requiring a HSE funded service who have received a placement which meets their needs
2	KPI Description DIS 15	Proportion of individuals with ID, Autism and/or Physical and Sensory Disability leaving DOEdC funded education or RT who receive a day service over those who require a day service in an existing specialist service or through new directions type supports.
3	KPI Rationale	To establish the extent of actual response to new emerging need for day services in a timely manner
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input checked="" type="checkbox"/> Better Health and Wellbeing
4	KPI Target	2016 Operational Plan National Target: 100% CHO target: All CHOs 100%
5	KPI Calculation	Include all who require a service even those for whom additional funding is not required. Exclude all who receive a brief intervention and move to mainstream services with no ongoing support.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: Data is updated and uploaded locally on an ongoing basis. Data is reported on a quarterly basis <u>starting Q3</u> .
8	Tracer Conditions	People with an ID and / or autism, physical and sensory disability.
9	Minimum Data Set	The service user's individualised plan which includes personal details and relevant information relating to their needs and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally.
11	KPI Monitoring	KPI will be monitored: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the CHO Lead (Community Health Office) for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the CHO. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: Report % in receipt of required service end Q3, onwards.
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (Q1 data reported in Q2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 16) Disability: Residential Services

1	KPI Title	No. of people with ID and / or Autism benefiting from residential services.
2	KPI Description DIS 16	<p>The total number of adults and children with ID and/or Autism in HSE managed and HSE funded residential services.</p> <p>Residential Services include:</p> <ul style="list-style-type: none"> * 3, 4, 5 and 7 day places for adults and children funded by Disability Services, including those provided by private service providers. * Residential units, community group homes individual residential placements and host families. * Clients in receipt of Subvention Grants + 'top-up' payments funded by Disability Services. * Shared care arrangements (e.g. with Mental Health / Children and Families) <p>Residential Services do not include:</p> <ul style="list-style-type: none"> * Places in private Nursing Homes funded by 'Fair Deal' or Older Persons Services. <p>For the purpose of this KPI an adult is aged over 18 and under 65. It may include persons aged over 65 years who began with Disability Services prior to turning 65. A child is aged less than 18 years.</p> <p>Residential Services must be returned by the HSE Area from which funding is allocated (e.g. Meath service user accessing Residential Services in Cork). This Residential Service to be returned by Meath Disability Services.</p>
3	KPI Rationale	To monitor the numbers of adults and children with an ID and / or autism benefiting from residential services as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>
4	KPI Target	<p>2016 Operational Plan National Target: 8,091</p> <p>Target per CHO: CHO 1 = 701, CHO 2 = 799, CHO 3 = 779, CHO 4 = 1,152, CHO 5 = 858, CHO 6 = 638, CHO 7 = 1,177, CHO 8 = 877, CHO 9 = 1,110.</p>
5	KPI Calculation	<p>Count the total number of adults and children with an ID / and or Autism benefiting from Residential Services (as defined above) in the quarter, up to and including the last day of the quarter. Adults and children to be counted separately. Each adult / child is counted <u>only once</u> per quarter.</p> <p>Point in time calculation (i.e. do not add quarterly returns together). For year end annual outturn, the 4th quarter outturn is used (e.g. CHO 7: Q1: 60 Q2: 64, Q3:63, Q4:66). Therefore the number of adults and children in benefiting from Residential Services in CHO 7 in the year is 66.</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Adults and children with an ID / Autism.
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally.
11	KPI Monitoring	<p>KPI will be monitored:</p> <p> <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. </p> <p>Please indicate who is responsible at local level for monitoring this KPI: Disability Manager</p>
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:

(DIS 17) Disability: Residential Services

1	KPI Title	No. of people with a physical and sensory disability benefiting from residential services.
2	KPI Description DIS 17	<p>The total number of adults and children with a physical and sensory disability in HSE managed and HSE funded residential services.</p> <p>Residential Services include:</p> <ul style="list-style-type: none"> * 4, 5 and 7 day places for adults and children funded by Disability Services, including those provided by private service providers. * Residential units, community group homes individual residential placements and host families. * Clients in receipt of Subvention Grants + 'top-up' payments funded by Disability Services. * Shared care arrangements (e.g. with Mental Health / Children and Families) <p>Residential Services do not include:</p> <ul style="list-style-type: none"> * Places in private Nursing Homes funded by 'Fair Deal' or Older Persons Services. <p>For the purpose of this KPI an adult is aged over 18 and under 65. It may include persons aged over 65 years who began with Disability Services prior to turning 65. A child is aged less than 18 years.</p> <p>Residential Services must be returned by the HSE Area from which funding is allocated (e.g. Meath service user accessing Residential Services in Cork). This Residential Service to be returned by Meath Disability Services.</p>
3	KPI Rationale	To monitor the numbers of adults and children with a physical and sensory disability benefiting from residential services as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>
4	KPI Target	<p>2016 Operational Plan National Target: 794</p> <p>Target per CHO: CHO 1= 45, CHO 2 = 55, CHO 3 = 92, CHO 4 = 49, CHO 5 = 57, CHO 6 = 177, CHO 7 = 77, CHO 8 = 36, CHO 9 = 206.</p>
5	KPI Calculation	<p>Count the total number of adults and children with a physical and sensory disability benefiting from residential services (as per "KPI Description" above) in the quarter, up to and including the last day of the quarter. Adults and children to be counted separately. Each adult / child is counted <u>only once</u> per quarter.</p> <p>Point in time calculation (i.e. do not add quarterly returns together). For year end annual outturn, the 4th quarter outturn is used (e.g. CHO 7: Q1: 60 Q2: 64, Q3:63, Q4:66). Therefore the number of adults and children in benefiting from Residential Services in CHO 7 in the year is 66.</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<p><input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually</p> <p><input checked="" type="checkbox"/> Other – give details: This KPI is reported in the Performance Report on a quarterly basis.</p>
8	Tracer Conditions	Adults and children with a physical and/or sensory disability.
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally.
11	KPI Monitoring	<p>KPI will be monitored:</p> <p><input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually</p> <p><input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter.</p> <p>Please indicate who is responsible at local level for monitoring this KPI: Disability Manager</p>

12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on that same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 18) Disability: Respite Services (ID)

1	KPI Title	No. of new referrals <u>accepted</u> for people with an intellectual disability and/or autism for respite services
2	KPI Description DIS 18	<p>Total number of new referrals <u>accepted</u> for respite services for people with an intellectual disability and/or autism <u>in this quarter</u>, up to and including the last day of the quarter.</p> <p>Definitions:</p> <ul style="list-style-type: none"> • Respite includes Day, Evening and Overnight Respite. • New referrals accepted as appropriate and approved in this quarter. <p>Respite locations include short stays in the following service types:</p> <ul style="list-style-type: none"> • Centre based respite • Host Family • Community Home • Private Nursing Home • Holiday Respite • Saturday Clubs <p>Include:</p> <ul style="list-style-type: none"> • New referrals for Day, Evening and Overnight Respite Services received and accepted in this quarter. <p>Exclude:</p> <ul style="list-style-type: none"> • Respite for people with an intellectual disability and/or autism funded by other care groups (e.g. Older Persons) • Referrals received for people with an intellectual disability and/or autism already in receipt of respite service who have not been discharged, even if that service is less than they were assessed for. • Referrals received in previous quarters. New referrals are only counted once i.e. in the quarter they are received and accepted. This is a new KPI for 2015 therefore, the count commences from 1 Jan 2015 • Referrals for people with an intellectual disability and/or autism who declined the respite service offered. • People with an intellectual disability and/or autism in receipt of respite type care in their own home as this is returned under Home Support • People with a physical and sensory disability. <p>Respite service must be returned by the HSE Area from which funding is allocated e.g. Waterford service user accessing respite in Kildare. These clients to be returned by Waterford Disability Services.</p> <p>Example 1: John's new referral was accepted in Q2. He received respite services in the past but was formally discharged. He is returned under this KPI only for the quarter in which his referral was accepted i.e. Q2.</p> <p>Example 2: Mary's new referral was accepted in Q1 for 2 weeks day summer camp in Q3. She is returned under this KPI only for the quarter in which her referral was accepted i.e. Q1. She will be returned in Q3 only under "New people commenced".</p> <p>Adult: a person aged over 18 and under 65 years. In a small number of cases people may continue to access disability respite services post 65 years of age.</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor number of new referrals accepted for adults & children with an intellectual disability and/or autism for respite.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operation Plan National Target/Expected Activity: 798</p> <p>Target per CHO: CHO 1 = 51, CHO 2 = 78, CHO 3 = 102, CHO 4 = 188, CHO 5 = 126, CHO 6 = 20, CHO 7 = 75, CHO 8 = 95, CHO 9 = 64.</p>
5	KPI Calculation	<p>Count all new referrals accepted in this quarter. All new referrals accepted are only counted once i.e. in the quarter which their referral is received. Adults and children are counted separately.</p> <p>This is a cumulative KPI i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year.</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.

7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and / or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be monitored: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 19) Disability: Respite Services (ID)

1	KPI Title	No. of new people with an intellectual disability and/or autism who <u>commenced</u> a respite service
2	KPI Description DIS 19	<p>Total number of new people with an intellectual disability and/or autism who <u>commenced</u> respite services <u>in this quarter</u>, up to and including the last day of the quarter.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Respite includes Day, Evening and Overnight Respite. <p>Respite locations include short stays in the following service types:</p> <ul style="list-style-type: none"> • Centre based respite • Host Family • Community Home • Private Nursing Home • Holiday Respite • Saturday Clubs <p>Exclude:</p> <ul style="list-style-type: none"> • People with an intellectual disability and/or autism whose respite is funded by other care groups e.g. Older Persons • People with an intellectual disability and/or autism who received respite services in previous quarter(s) and who have not been discharged, even if that service is less than they were assessed for. They are returned under "No. of existing Persons in receipt of respite" in subsequent quarters in which they access respite service • People with an intellectual disability and/or autism in receipt of respite in their own home as this is returned under Home Support • People with a physical and sensory disability
		Respite service must be returned by the HSE Area from which funding is allocated e.g. Waterford Service user accessing respite nights in Kildare. These clients to be returned by Waterford Disability Services.
		<p>Example 1: John's new referral was accepted in Q2 and he commenced respite service in Q3. He received respite services in the past but was formally discharged. He is returned under this KPI only for the quarter in which he commenced respite services i.e. Q3. He is also returned under "New referral received and accepted" (KPI 12) only in the quarter which his referrals was received and accepted, Q2</p> <p>Example 2: Mary's new referral was accepted in January for 2 weeks day summer camp in July. She is returned under this KPI only for the quarter in which she commenced respite service, i.e. Q3. She is also returned under "New referral received and accepted" (KPI 12) only in the quarter which her referral was received and accepted, Q1</p>
		<p>Adult: a person aged over 18 and under 65 years. In a small number of cases people may continue to access disability respite services post 65 years of age.</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the numbers of new adults and children with intellectual disability and/or autism who commenced a respite service
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>
4	KPI Target	<p>2016 Operation Plan National Target/ Expected Activity: 591</p> <p>Target per CHO: CHO 1 = 35, CHO 2 = 60, CHO 3 = 94, CHO 4 = 124, CHO 5 = 71, CHO 6 = 9, CHO 7 = 61, CHO 8 = 40, CHO 9 = 97.</p>
5	KPI Calculation	<p>Count the total number of adults and children with an intellectual disability and/or autism who commenced respite services in this quarter. New people commencing respite services are only counted once i.e. in the quarter which they commenced respite services. Adults and children are counted separately.</p> <p>This is a cumulative KPI i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year.</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:

8	Tracer Conditions	People with an intellectual disability and / or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be monitored: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 20) Disability: Respite Services (ID)

1	KPI Title	No. of existing people with an intellectual disability and/or autism in receipt of Respite Services
2	KPI Description DIS 20	<p>Total number of people with an intellectual disability and/or autism who continued respite service in this quarter who have not been discharged in a previous quarter, up to and including the last day of the quarter.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Respite includes Day, Evening and Overnight Respite. <p>Respite locations include short stays in the following service types:</p> <ul style="list-style-type: none"> • Centre based respite • Host Family • Community Home • Private Nursing Home • Holiday Respite • Saturday Clubs
		<p>Include:</p> <ul style="list-style-type: none"> • People with an intellectual disability and/or autism who continued respite services (i.e. Day, Evening and/or Overnight) this quarter from <u>any</u> previous quarter and were not formally discharged. • People with an ID and/or autism who have exceeded 30 days of <u>continuous</u> respite service. Such people were counted under "Residential" in 2014. From Q1 2015, they will be included here as "No. of existing people in receipt of respite services" and also in KPI #19 +30 day continuous overnight respite . • In Q1, only return people with an ID and/or autism who received respite services in Q1. <p>Exclude:</p> <ul style="list-style-type: none"> • People with an intellectual disability and/or autism who commenced respite services in this quarter • Respite for people with an intellectual disability and/or autism funded by other care groups (e.g. Older Persons) • People with an intellectual disability and/or autism in receipt of respite in their own home as this is returned under Home Support • In Q1, people with an intellectual disability and/or autism continuing from a previous year who did not receive respite in Q1 • People with a physical and sensory disability
		Respite services must be returned by the HSE Area from which funding is allocated e.g. Waterford service user accessing respite nights in Kildare funded by Waterford Disability Services is returned by Waterford Disability Services
		<p>Example # 1: Karen received respite service in Q1, Q2 and Q3. Karen is returned under this KPI in Q1, Q2 and Q3</p> <p>Example # 2: Catherine received respite service in Q2 and Q4, not in Q3 due to hospitalisation and had not been discharged from respite. Catherine is returned under this KPI only in Q2 and Q4, not in Q3</p> <p>Example # 2 Liam received respite services in Q1 and was discharged during this quarter due to moving outside of the Area. He is returned under this KPI in Q1. He is also returned under "No. of people discharged" in Q1.</p>
		<p>Adult: a person aged over 18 and under 65 years. In a small number of cases people may continue to access disability respite services post 65 years of age.</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the numbers of adults and children with intellectual disability and/or autism who continued to receive a respite service
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>
4	KPI Target	<p>2016 Operation Plan National Target/ Expected Activity: 4,927</p> <p>Target per CHO: CHO 1 = 451, CHO 2 = 802, CHO 3 = 448, CHO 4 = 708, CHO 5 = 502, CHO 6 = 253, CHO 7 = 585, CHO 8 = 576, CHO 9 = 647.</p>

5	KPI Calculation	Count the total number of adults and children with an intellectual disability and/or autism continuing to receive respite services in this quarter who had not been discharged in a previous quarter. Adults and children are counted separately. This is a point in time KPI calculation i.e. do not add the quarterly returns together. For year end outturn, use Q4 outturn e.g. Q1: 213, Q2: 197, Q3: 248, Q4: 222, total number of people continuing respite at year end is 222.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and / or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be monitored: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 21) Disability: Respite (ID)

1	KPI Title	No. of people with an intellectual disability and/or autism formally <u>discharged</u> from respite services
2	KPI Description DIS 21	<p>Total number of people with an intellectual disability and/or autism formally <u>discharged</u> from respite services <u>in this quarter</u>, up to and including the last day of each quarter.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Respite includes Day, Evening and Overnight Respite. <p>Respite locations include short stays in the following service types:</p> <ul style="list-style-type: none"> • Centre based respite • Host Family • Community Home • Private Nursing Home • Holiday Respite • Saturday Clubs <p>Reasons for discharge may include:</p> <ul style="list-style-type: none"> • Residential placement • Transferred to adult services, other provider, other area • Service is no longer required or no longer meeting needs • Deceased
		<p>Include:</p> <ul style="list-style-type: none"> • People with an intellectual disability and/or autism formally discharged from respite services in this quarter <p>Exclude:</p> <ul style="list-style-type: none"> • People with an intellectual disability and/or autism discharged from respite services funded by other care groups (e.g. Older Persons) • People with an intellectual disability and/or autism undergoing a "phased discharge". Discharge is not finalised until the last day of respite service has taken place and the person is formally discharged • People in receipt of or awaiting commencement of a respite service who have not been discharged • People with an intellectual disability and/or autism in receipt of respite in their own home as this is returned under Home Support • People with a physical and sensory disability
		Respite service must be returned by the HSE Area from which funding is allocated e.g. Waterford Service user accessing respite nights in Kildare. These clients to be returned by Waterford Disability Services.
		<p>Example # 1: Mark received respite service in Q1 and Q2 in Waterford. He was formally discharged at end of Q2 when he moved to Donegal. Mark is returned by Waterford under this KPI in Q2. He is also returned by Waterford for Q2 under "No. of Existing Persons in receipt of Respite" and by Donegal under "No. of new referrals received" for the quarter in which they receive his new referral.</p> <p>Example # 2: In Q1, Linda and Pauline are offered holiday respite in August. Linda declines the service in Q2 and is subsequently discharged. A letter is issued to Linda to confirm the discharge. Linda is returned as a discharge in the quarter in which the letter was issued i.e. Q2. Pauline accepts the 2 weeks holiday respite in Q3 as a once off and is returned under both "No. of people commenced" and "No. of people discharged" in Q3</p> <p>Example # 3 Susan has been receiving respite service over years. She was admitted to hospital in Q1 and it is unclear at end of quarter whether she will be returning home and to respite services or to residential and so returned under this KPI. Each person's case needs to be reviewed individually to determine when formal discharge from respite is appropriate. If a person is discharged from respite and returned under this KPI, should they later return home/ to respite service, return them under "No. new referrals accepted" and "No. new persons commenced" in relevant quarter</p>
		<p>Adult: a person aged over 18 and under 65 years. In a small number of cases people may continue to access disability respite services post 65 years of age.</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of adults and children with intellectual disability and/or autism discharged from respite services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>

4	KPI Target	2016 Operation Plan National Target/Expected Activity: 484 Target per CHO: CHO 1 = 18, CHO 2 = 92, CHO 3 = 91, CHO 4 = 102, CHO 5 = 47, CHO 6 = 4, CHO 7 = 22, CHO 8 = 66, CHO 9 = 42.
5	KPI Calculation	Count the total number of adults and children with an intellectual disability and/or autism discharged from respite service in this quarter. Adults and children are counted separately This is a cumulative KPI i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and / or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be monitored: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 22) Disability: Respite (ID)

1	KPI Title	Total no. of people with an intellectual disability and/or autism <u>in receipt</u> of Respite Service
2	KPI Description DIS 22	<p>Total number of people with an intellectual disability and/or autism <u>in receipt</u> of respite service <u>in this quarter</u>, up to and including the last day of the quarter.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Respite includes Day, Evening and Overnight Respite <p>Respite locations include short stays in the following service types:</p> <ul style="list-style-type: none"> • Centre based respite • Host Family • Community Home • Private Nursing Home • Holiday Respite • Saturday Clubs <p>Include:</p> <ul style="list-style-type: none"> • All people in receipt of a respite service in this quarter, including those who commenced respite services and those who continued respite service in this quarter even if they were formally discharged during the quarter <p>Exclude:</p> <ul style="list-style-type: none"> • People with an ID and/or autism who received respite funded by other care groups (e.g. Older Persons) • People with an ID and/or autism who did not receive respite in this quarter but did in any previous quarter who have not been formally discharged • People with an ID and/or autism who received respite services in their own home - these are returned under Home Support • People with a physical and sensory disability <p>Respite service must be returned by the HSE Area from which funding is allocated e.g. Waterford Service user accessing respite nights in Kildare. These clients to be returned by Waterford Disability Services.</p>
		<p>Example # 1:</p> <p>Kevin received a respite service in Q3, continuing on from Q1. Rose commenced respite service in Q3. Both Kevin and Rose are returned under this KPI in Q3. Kevin is also returned under "No of existing people in receipt of respite services" (KPI 14) in Q3 and Rose is also returned under 'No. of new people commenced' (KPI 13) in Q3</p>
		<p>Adult: a person aged over 18 and under 65 years. In a small number of cases people may continue to access disability respite services post 65 years of age.</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the numbers of adults and children with intellectual disability and/or autism who benefit from respite service
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>
4	KPI Target	<p>2016 Operational Plan National Target: 4,240</p> <p>Target per CHO: CHO 1 = 435, CHO 2 = 491, CHO 3 = 304, CHO 4 = 659, CHO 5 = 497, CHO 6 = 321, CHO 7 = 547, CHO 8 = 439, CHO 9 = 547.</p>
5	KPI Calculation	<p>Count the total number of adults and children with an intellectual disability and/or autism in receipt of respite in this quarter, including new commenced and existing clients even if they were discharged in this quarter. Adults and children are counted separately.</p> <p>This is a point in time KPI calculation i.e. do not add the quarterly returns together. For year end annual outturn, the Q4 outturn is used e.g. Q1:243, Q2: 218, Q3: 197, Q4: 222, therefore the total number in receipt of respite at the end of the year is 222.</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<p> <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: </p>

8	Tracer Conditions	People with an intellectual disability and / or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be monitored: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 23) Disability: Respite (ID)

1	KPI Title	No. of overnights with or without day respite accessed by people with an intellectual disability and/or autism
2	KPI Description DIS 23	<p>No. of overnights with or without day respite accessed by people with intellectual disability and/or autism in this quarter, up to including the last day of the quarter.</p> <p>Overnight respite locations include, short stays in the following service types:</p> <ul style="list-style-type: none"> • Centre based respite • Host Family • Community Home • Private Nursing Home • Holiday Respite <p>Include:</p> <ul style="list-style-type: none"> • Overnights where people stay at a respite location overnight (i.e. in a bed), <u>including the time spent at that location on the preceding or following day or part of day.</u> <p>Exclude:</p> <ul style="list-style-type: none"> • Overnight respite provided by other care groups (e.g. Older Persons) • Day or evening respite where the person did not remain overnight • Overnight respite provided for people in their own home - this is returned under Home Support • Overnight Respite for people with a physical and sensory disability
		Respite service must be returned by the HSE Area from which funding is allocated e.g. Waterford Service user accessing respite nights in Kildare. These clients to be returned by Waterford Disability Services.
		<p>Example # 1: Sheila is in receipt of respite from Friday 4pm to Monday 10am. 3 nights of respite are returned for Sheila under this KPI. No "Day Only Respite" is returned for Sheila as they are included as part of her overnight count (See "Include" above).</p>
		<p>Adult: a person aged over 18 and under 65 years. In a small number of cases people may continue to access disability respite services post 65 years of age.</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the numbers of overnights provided to adults and children with an intellectual disability and/or autism who are in receipt of an overnight respite service
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>
4	KPI Target	<p>2016 Operational Plan National Target: 153,839</p> <p>Target per CHO: CHO 1 = 9,889, CHO 2 = 26,267, CHO 3 = 10,764, CHO 4 = 23,630, CHO 5 = 12,115, CHO 6 = 14,050, CHO 7 = 21,413, CHO 8 = 14,307, CHO = 18,404.</p>
5	KPI Calculation	<p>Count the number of overnight respite stays provided in the quarter, including the time spent at that location on the preceding or following day or part of day. Adults and children are counted separately.</p> <p>This is a cumulative KPI i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year.</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and / or autism.
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally

11	KPI Monitoring	<p>KP will be <u>monitored</u>:</p> <p><input type="checkbox"/>Daily <input type="checkbox"/>Weekly <input type="checkbox"/>Monthly <input checked="" type="checkbox"/>Quarterly <input type="checkbox"/>Bi-annually <input type="checkbox"/>Annually</p> <p><input checked="" type="checkbox"/>Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter.</p> <p>Please indicate who is responsible at local level for monitoring this KPI: Disability Manager</p>
12	KPI Reporting Frequency	<p><input type="checkbox"/>Daily <input type="checkbox"/>Weekly <input type="checkbox"/>Monthly <input checked="" type="checkbox"/>Quarterly <input type="checkbox"/>Bi-annually <input type="checkbox"/>Annually</p> <p><input type="checkbox"/>Other – give details:</p>
13	KPI report period	<p><input type="checkbox"/>Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity)</p> <p><input checked="" type="checkbox"/>Quarterly one month in arrears (Q2 data reported in July report)</p> <p><input type="checkbox"/>Monthly in arrears (June data reported in July)</p> <p><input type="checkbox"/>Quarterly in arrears (quarter 1 data reported in quarter 2)</p> <p><input type="checkbox"/>Rolling 12 months (previous 12 month period)</p> <p><input type="checkbox"/>Other - give details:</p>
14	KPI Reporting Aggregation	<p><input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital</p> <p><input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider</p>
15	KPI is reported in which reports?	<p><input checked="" type="checkbox"/>Performance Assurance Report (PAR) <input type="checkbox"/>Other – give details:</p>
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist		<p>Information Analyst: Denise McCarthy denise.mccarthy@hse.ie</p> <p>Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie</p>
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 24) Disability: Respite (ID)

1	KPI Title	No. of day only respite sessions accessed by people with an intellectual disability and/or autism
2	KPI Description DIS 24	Total number of day only respite sessions provided for people with an intellectual disability and/or autism in this quarter , up to and including the last day of the quarter. Respite locations include: <ul style="list-style-type: none"> • Centre based respite • Host Family • Community Home • Private Nursing Home • Holiday Respite • Saturday Clubs
		Include: <ul style="list-style-type: none"> • Number of non-overnight day only respite accessed by people in the quarter. Exclude: <ul style="list-style-type: none"> • Day Only respite funded by other care groups (e.g. Older Persons) • Overnight respite stays where people stayed at a respite location overnight (i.e. in a bed). • "Day Services" such as work-like, educational and training services. These are counted in KPIs 1-9. • Day Only respite for people with a physical and sensory disability.
		Respite service must be returned by the HSE Area from which funding is allocated e.g. Waterford Service user accessing respite nights in Kildare. These clients to be returned by Waterford Disability Services.
		Example 1: Lucy is in receipt of respite after school one evening per week from 2.30 pm to 9 pm. She is returned as 1 'Day Only' respite per week or 13 day respite sessions per quarter (presuming there are 13 weeks in the quarter). Example 2: An agency provides 6 people with day respite 1 Saturday/month in the quarter, there are 4 Saturdays in the quarter. Therefore 6 x 4 = 24 Day Only Respites returned in the quarter.
		Adult: a person aged over 18 and under 65 years. In a small number of cases people may continue to access disability respite services post 65 years of age. Child: Under 18 years.
3	KPI Rationale	To monitor the numbers of day only respite sessions provided for adults and children with an intellectual disability and/or autism who received a Day Only Respite service.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 Operational Plan National Target/expected activity: 33,789 Target per CHO: CHO 1 = 5,001, CHO 2 = 6,254, CHO 3 = 9,309, CHO 4 = 2,026, CHO 5 = 1,032, CHO 6 = 1,727, CHO 7 = 4,340, CHO 8 = 852, CHO = 3,248.
5	KPI Calculation	Count each respite Day Only/part of provided for an adult or child in this quarter. This is a cumulative KPI i.e. at year end, each region's four quarterly outturns will be added together to obtain the total regional end of year outturn for that year.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and / or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally

11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 25) Disability: Respite (ID)

1	KPI Title	No. of people with an intellectual disability and/or autism who are in receipt of <u>more than 30 overnights</u> continuous respite
2	KPI Description DIS 25	No. of people with an intellectual disability and/or autism who have received respite for more than 30 continuous overnight respite in this quarter (example 1) / carryover from previous quarter (example 2). Include: • People who received continuous overnight respite (i.e. in a bed) exceeding 30 overnights. Exclude: • People receiving respite funded by other care groups (e.g. Older Persons) • People who have exceeded <u>non-continuous</u> 30 overnight respite stays • People who receive respite in their own home - this is returned under Home Support • People with a physical and sensory disability.
		Respite service must be returned by the HSE Area from which funding is allocated e.g. Waterford Service user accessing respite nights in Kildare. These clients to be returned by Waterford Disability Services.
		Example # 1: Betty entered respite in January for a planned week-long respite stay. Due to family circumstances, Betty's respite stay extended to 35 days in Q1. Betty is returned under this KPI. Betty is also returned under "Total no. of people in receipt of respite services". Example # 2: Henry exceeded 30 continuous overnights of respite in Q1. His respite stay continued through Q2. Henry is counted in this KPI for Q1 <u>and</u> Q2.
		Adult: a person aged over 18 and under 65 years. In a small number of cases people may continue to access disability respite services post 65 years of age. Child: Under 18 years.
3	KPI Rationale	To monitor the numbers of people who are in receipt of de facto residential supports in a respite bed.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 Operational Plan National Target/expected activity: 40 Target per CHO: CHO 1 = 1, CHO 2 = 10, CHO 3 = 1, CHO 4 = 9, CHO 5 = 5, CHO 6 = 1, CHO 7 = 6, CHO 8 = 2, CHO = 5.
5	KPI Calculation	Count the total number of people in receipt of more than 30 continuous overnight respite stays. If the 30 continuous overnights fall across two quarters, count the person in the quarter in which the 31st overnight occurs and in any subsequent quarter should they remain in continuous overnight respite. Count adults and children separately. This is a point in time KPI calculation i.e. do not add the quarterly returns together. For year end outturn, Q4 outturn is used e.g. Q1:11, Q2: 9, Q3: 18, Q4: 7, total number receiving more than 30 continuous overnights respite is 7.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and / or autism.
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally

11	KPI Monitoring	<p>KPi will be <u>monitored</u>:</p> <p><input type="checkbox"/>Daily <input type="checkbox"/>Weekly <input type="checkbox"/>Monthly <input checked="" type="checkbox"/>Quarterly <input type="checkbox"/>Bi-annually <input type="checkbox"/>Annually</p> <p><input checked="" type="checkbox"/>Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter.</p> <p>Please indicate who is responsible at local level for monitoring this KPI: Disability Manager</p>
12	KPI Reporting Frequency	<p><input type="checkbox"/>Daily <input type="checkbox"/>Weekly <input type="checkbox"/>Monthly <input checked="" type="checkbox"/>Quarterly <input type="checkbox"/>Bi-annually <input type="checkbox"/>Annually</p> <p><input type="checkbox"/>Other – give details:</p>
13	KPI report period	<p><input type="checkbox"/>Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity)</p> <p><input checked="" type="checkbox"/>Quarterly one month in arrears (Q2 data reported in July report)</p> <p><input type="checkbox"/>Monthly in arrears (June data reported in July)</p> <p><input type="checkbox"/>Quarterly in arrears (quarter 1 data reported in quarter 2)</p> <p><input type="checkbox"/>Rolling 12 months (previous 12 month period)</p> <p><input type="checkbox"/>Other - give details:</p>
14	KPI Reporting Aggregation	<p><input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital</p> <p><input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider</p>
15	KPI is reported in which reports?	<p><input checked="" type="checkbox"/>Performance Assurance Report (PAR) <input type="checkbox"/>Other – give details:</p>
16	Web link to data	<p>http://www.hse.ie/performanceassurancereports/</p>
Contact details for Data Manager / Specialist		<p>Information Analyst: Denise McCarthy denise.mccarthy@hse.ie</p> <p>Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie</p>
National Lead and Division		<p>National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie</p>

(DIS 26) Disability: Respite (PSD)

1	KPI Title	No. of new referrals <u>accepted</u> for people with a physical and/or sensory disability for respite services
2	KPI Description DIS 26	<p>Total number of new referrals <u>accepted</u> for respite services for people with a physical and/or sensory disability <u>in this quarter</u>, up to and including the last day of the quarter.</p> <p>Definitions:</p> <ul style="list-style-type: none"> • Respite includes Day, Evening and Overnight Respite. • New referrals accepted as appropriate and approved in this quarter. <p>Respite locations include short stays in the following service types:</p> <ul style="list-style-type: none"> • Centre based respite • Host Family • Community Home • Private Nursing Home • Holiday Respite • Saturday Clubs <p>Include:</p> <ul style="list-style-type: none"> • New referrals for Day, Evening and Overnight Respite Services received and accepted in this quarter. <p>Exclude:</p> <ul style="list-style-type: none"> • Respite for people with an a physical and/or sensory disability funded by other care groups (e.g. Older Persons) • Referrals received for people with a physical and/or sensory disability already in receipt of respite service who have not been discharged, even if that service is less than they were assessed for. • Referrals received in previous quarters. New referrals are only counted once i.e. in the quarter they are received and accepted. This is a new KPI for 2015 therefore, the count commences from 1 Jan 2015 • Referrals for people with a physical and/or sensory disability who declined the respite service offered. • People with a physical and/or sensory disability in receipt of respite type care in their own home as this is returned under Home Support • People with ID and/or autism. <p>Respite service must be returned by the HSE Area from which funding is allocated e.g. Waterford service user accessing respite in Kildare. These clients to be returned by Waterford Disability Services.</p> <p>Example 1: John's new referral was accepted in Q2. He received respite services in the past but was formally discharged. He is returned under this KPI only for the quarter in which his referral was accepted i.e. Q2.</p> <p>Example 2: Mary's new referral was accepted in Q1 for 2 weeks day summer camp in Q3. She is returned under this KPI only for the quarter in which her referral was accepted i.e. Q1. She will be returned in Q3 only under "New people commenced".</p> <p>Adult: a person aged over 18 and under 65 years. In a small number of cases people may continue to access disability respite services post 65 years of age.</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor number of new referrals accepted for adults & children with a physical and/or sensory disability for respite.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>
4	KPI Target	<p>2016 Operational Plan National Target/expected activity: 225</p> <p>Target per CHO: CHO 1 = 58, CHO 2 = 7, CHO 3 = 17, CHO 4 = 27, CHO 5 = 6, CHO 6 = 16, CHO 7 = 65, CHO 8 =28, CHO 9 = 1.</p>
5	KPI Calculation	<p>Count all new referrals accepted in this quarter. All new referrals accepted are only counted once i.e. in the quarter which their referral is received. Adults and children are counted separately.</p> <p>This is a cumulative KPI i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year.</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.

	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 27) Disability: Respite Services (PSD)

1	KPI Title	No. of new people with a physical and/or sensory disability who <u>commenced</u> a respite service
2	KPI Description DIS 27	<p>Total number of new people with a physical and/or sensory disability who <u>commenced</u> respite services <u>in this quarter</u>, up to and including the last day of the quarter.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Respite includes Day, Evening and Overnight Respite. <p>Respite locations include short stays in the following service types:</p> <ul style="list-style-type: none"> • Centre based respite • Host Family • Community Home • Private Nursing Home • Holiday Respite • Saturday Clubs <p>Exclude:</p> <ul style="list-style-type: none"> • People with a physical and/or sensory disability whose respite is funded by other care groups e.g. Older Persons • People with a physical and/or sensory disability who received respite services in previous quarter(s) and who have not been discharged, even if that service is less than they were assessed for. They are returned under "No. of existing Persons in receipt of respite" in subsequent quarters in which they access respite service • People with a physical and/or sensory disability in receipt of respite in their own home as this is returned under Home Support • People with an intellectual disability and/or autism
		Respite service must be returned by the HSE Area from which funding is allocated e.g. Waterford Service user accessing respite nights in Kildare. These clients to be returned by Waterford Disability Services.
		<p>Example 1: John's new referral was accepted in Q2 and he commenced respite service in Q3. He received respite services in the past but was formally discharged. He is returned under this KPI only for the quarter in which he commenced respite services i.e. Q3. He is also returned under "New referral received and accepted" (KPI 20) only in the quarter which his referrals was received and accepted, Q2</p> <p>Example 2: Mary's new referral was accepted in January for 2 weeks day summer camp in July. She is returned under this KPI only for the quarter in which she commenced respite service, i.e. Q3. She is also returned under "New referral received and accepted" (KPI 20) only in the quarter which her referral was received and accepted, Q1</p>
		<p>Adult: a person aged over 18 and under 65 years. In a small number of cases people may continue to access disability respite services post 65 years of age.</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the numbers of new adults and children with a physical and/or sensory disability who commenced a respite service
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>
4	KPI Target	<p>2016 Operational Plan National Target/expected activity: 191</p> <p>Target per CHO: CHO 1 = 43, CHO 2 = 3, CHO 3 = 16, CHO 4 = 18, CHO 5 = 8, CHO 6 = 12, CHO 7 = 68, CHO 8 = 17, CHO 9 = 6.</p>
5	KPI Calculation	<p>Count the total number of adults and children with a physical and/or sensory disability who commenced respite services in this quarter. New people commencing respite services are only counted once i.e. in the quarter which they commenced respite services. Adults and children are counted separately.</p> <p>This is a cumulative KPI i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year.</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.

7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 28) Disability: Respite Services (PSD)

1	KPI Title	No. of <u>existing</u> people with a physical and/or sensory disability in receipt of Respite Services
2	KPI Description DIS 28	<p>Total number of people with a physical and/or sensory disability who <u>continued</u> respite service <u>in this quarter</u> who have not been discharged in a previous quarter, up to and including the last day of the quarter.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Respite includes Day, Evening and Overnight Respite. <p>Respite locations include short stays in the following service types:</p> <ul style="list-style-type: none"> • Centre based respite • Host Family • Community Home • Private Nursing Home • Holiday Respite • Saturday Clubs
		<p>Include:</p> <ul style="list-style-type: none"> • People with an a physical and/or sensory disability who continued respite services (i.e. Day, Evening and/or Overnight) this quarter from <u>any</u> previous quarter and were not formally discharged. • People with a physical and/or sensory disability who have exceeded 30 days of <u>continuous</u> respite service. Such people were counted under "Residential" in 2014. From Q1 2015, they will be included here as "No. of existing people in receipt of respite services" and also in KPI #27 +30 day continuous overnight respite . • In Q1, only return people with a physical and/or sensory disability who received respite services in Q1. <p>Exclude:</p> <ul style="list-style-type: none"> • People with a physical and/or sensory disability who commenced respite services in this quarter • Respite for people with a physical and/or sensory disability funded by other care groups (e.g. Older Persons) • People with a physical and/or sensory disability in receipt of respite in their own home as this is returned under Home Support • In Q1, people with a physical and/or sensory disability continuing from a previous year who did not receive respite in Q1 • People with an intellectual disability and/or autism
		Respite services must be returned by the HSE Area from which funding is allocated e.g. Waterford service user accessing respite nights in Kildare funded by Waterford Disability Services is returned by Waterford Disability Services
		<p>Example # 1: Karen received respite service in Q1, Q2 and Q3. Karen is returned under this KPI in Q1, Q2 and Q3</p> <p>Example # 2: Catherine received respite service in Q2 and Q4, not in Q3 due to hospitalisation and had not been discharged from respite. Catherine is returned under this KPI only in Q2 and Q4, not in Q3</p> <p>Example # 2 Liam received respite services in Q1 and was discharged during this quarter due to moving outside of the Area. He is returned under this KPI in Q1. He is also returned under "No. of people discharged" in Q1.</p>
		<p>Adult: a person aged over 18 and under 65 years. In a small number of cases people may continue to access disability respite services post 65 years of age.</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the numbers of adults and children with a physical and/or sensory disability who continued to receive a respite service
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>
4	KPI Target	<p>2016 Operational Plan National Target/expected activity: 992</p> <p>Target per CHO: CHO 1 = 107, CHO 2 = 257, CHO 3 = 86, CHO 4 = 127, CHO 5 = 71, CHO 6 = 99, CHO 7 = 41, CHO 8 = 65, CHO 9 = 139.</p>

5	KPI Calculation	Count the total number of adults and children with a physical and/or sensory disability continuing to receive respite services in this quarter who had not been discharged in a previous quarter. Adults and children are counted separately. This is a point in time KPI calculation i.e. do not add the quarterly returns together. For year end outturn, use Q4 outturn e.g. Q1: 213, Q2: 197, Q3: 248, Q4: 222, total number of people continuing respite at year end is 222.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 29) Disability: Respite (PSD)

1	KPI Title	No. of people with a physical and/or sensory disability formally <u>discharged</u> from respite services
2	KPI Description DIS 29	<p>Total number of people with a physical and/or sensory disability formally <u>discharged</u> from respite services <u>in this quarter</u>, up to and including the last day of each quarter.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Respite includes Day, Evening and Overnight Respite. <p>Respite locations include short stays in the following service types:</p> <ul style="list-style-type: none"> • Centre based respite • Host Family • Community Home • Private Nursing Home • Holiday Respite • Saturday Clubs <p>Reasons for discharge may include:</p> <ul style="list-style-type: none"> • Residential placement • Transferred to adult services, other provider, other area • Service is no longer required or no longer meeting needs • Deceased
		<p>Include:</p> <ul style="list-style-type: none"> • People with a physical and/or sensory disability formally discharged from respite services in this quarter <p>Exclude:</p> <ul style="list-style-type: none"> • People with a physical and/or sensory disability discharged from respite services funded by other care groups (e.g. Older Persons) • People with a physical and/or sensory disability undergoing a "phased discharge". Discharge is not finalised until the last day of respite service has taken place and the person is formally discharged • People in receipt of or awaiting commencement of a respite service who have not been discharged • People with a physical and/or sensory disability in receipt of respite in their own home as this is returned under Home Support • People with an intellectual disability and /or autism
		Respite service must be returned by the HSE Area from which funding is allocated e.g. Waterford Service user accessing respite nights in Kildare. These clients to be returned by Waterford Disability Services.
		<p>Example # 1: Mark received respite service in Q1 and Q2 in Waterford. He was formally discharged at end of Q2 when he moved to Donegal. Mark is returned by Waterford under this KPI in Q2. He is also returned by Waterford for Q2 under "No. of Existing Persons in receipt of Respite" and by Donegal under "No. of new referrals received" for the quarter in which they receive his new referral.</p> <p>Example # 2: In Q1, Linda and Pauline are offered holiday respite in August. Linda declines the service in Q2 and is subsequently discharged. A letter is issued to Linda to confirm the discharge. Linda is returned as a discharge in the quarter in which the letter was issued i.e. Q2. Pauline accepts the 2 weeks holiday respite in Q3 as a once off and is returned under both "No. of people commenced" and "No. of people discharged" in Q3</p> <p>Example # 3 Susan has been receiving respite service over years. She was admitted to hospital in Q1 and it is unclear at end of quarter whether she will be returning home and to respite services or to residential and so returned under this KPI. Each person's case needs to be reviewed individually to determine when formal discharge from respite is appropriate. If a person is discharged from respite and returned under this KPI, should they later return home/ to respite service, return them under "No. new referrals accepted" and "No. new persons commenced" in relevant quarter</p>
		<p>Adult: a person aged over 18 and under 65 years. In a small number of cases people may continue to access disability respite services post 65 years of age.</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of adults and children with a physical and/or sensory disability discharged from respite services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>

4	KPI Target	2016 Operational Plan National Target/expected activity: 107 Target per CHO: CHO 1 = 21, CHO 2 = 26, CHO 3 = 11, CHO 4 = 13, CHO 5 = 0, CHO 6 = 7, CHO 7 = 0, CHO 8 = 29, CHO 9 = 4.
5	KPI Calculation	Count the total number of adults and children with a physical and/or sensory disability discharged from respite service in this quarter. Adults and children are counted separately This is a cumulative KPI i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 30) Disability: Respite (PSD)

1	KPI Title	Total no. of people with a physical and/or sensory disability <u>in receipt</u> of Respite Service
2	KPI Description DIS 30	<p>Total number of people with a physical and/or sensory disability <u>in receipt</u> of respite service <u>in this quarter</u>, up to and including the last day of the quarter.</p> <p>Definition:</p> <ul style="list-style-type: none"> • Respite includes Day, Evening and Overnight Respite <p>Respite locations include short stays in the following service types:</p> <ul style="list-style-type: none"> • Centre based respite • Host Family • Community Home • Private Nursing Home • Holiday Respite • Saturday Clubs <p>Include:</p> <ul style="list-style-type: none"> • All people in receipt of a respite service in this quarter, including those who commenced respite services and those who continued respite service in this quarter even if they were formally discharged during the quarter <p>Exclude:</p> <ul style="list-style-type: none"> • People with a physical and/or sensory disability who received respite funded by other care groups (e.g. Older Persons) • People with a physical and/or sensory disability who did not receive respite in this quarter but did in any previous quarter who have not been formally discharged • People with a physical and/or sensory disability who received respite services in their own home - these are returned under Home Support • People with an intellectual disability and/or autism
		Respite service must be returned by the HSE Area from which funding is allocated e.g. Waterford Service user accessing respite nights in Kildare. These clients to be returned by Waterford Disability Services.
		<p>Example # 1:</p> <p>Kevin received a respite service in Q3, continuing on from Q1. Rose commenced respite service in Q3. Both Kevin and Rose are returned under this KPI in Q3. Kevin is also returned under "No of existing people in receipt of respite services" (KPI 22) in Q3 and Rose is also returned under 'No. of new people commenced' (KPI 21) in Q3</p>
		<p>Adult: a person aged over 18 and under 65 years. In a small number of cases people may continue to access disability respite services post 65 years of age.</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the numbers of adults and children with a physical and/or sensory disability who benefit from respite service
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan National target/expected activity 2016: 1,034</p> <p>Target per CHO: CHO 1 = 70, CHO 2 = 172, CHO 3 = 73, CHO 4 = 113, CHO 5 = 70, CHO 6 = 124, CHO 7 = 186, CHO 8 = 88, CHO 9 = 138.</p>
5	KPI Calculation	<p>Count the total number of adults and children with a physical and/or sensory disability in receipt of respite in this quarter, including new commenced and existing clients even if they were discharged in this quarter. Adults and children are counted separately.</p> <p>This is a point in time KPI calculation i.e. do not add the quarterly returns together. For year end annual outturn, the Q4 outturn is used e.g. Q1:243, Q2: 218, Q3: 197, Q4: 222, therefore the total number in receipt of respite at the end of the year is 222.</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<p><input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually</p> <p><input type="checkbox"/> Other – give details:</p>
8	Tracer Conditions	People with a physical and/or sensory disability

9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which	<input checked="" type="checkbox"/> Performance Assurance Report (PAR)
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 31) Disability: Respite (PSD)

1	KPI Title	No. of overnights with or without day respite accessed by people with a physical and/or sensory disability
2	KPI Description DIS 31	<p>No. of overnights-with or without day respite accessed by people with a physical and/or sensory disability in this quarter, up to including the last day of the quarter.</p> <p>Overnight respite locations include, short stays in the following service types:</p> <ul style="list-style-type: none"> • Centre based respite • Host Family • Community Home • Private Nursing Home • Holiday Respite <p>Include:</p> <ul style="list-style-type: none"> • Overnights where people stay at a respite location overnight (i.e. in a bed), <u>including the time spent at that location on the preceding or following day or part of day.</u> <p>Exclude:</p> <ul style="list-style-type: none"> • Overnight respite provided by other care groups (e.g. Older Persons) • Day or evening respite where the person did not remain overnight • Overnight respite provided for people in their own home - this is returned under Home Support • Overnight Respite for people with an intellectual disability and/or autism
		Respite service must be returned by the HSE Area from which funding is allocated e.g. Waterford Service user accessing respite nights in Kildare. These clients to be returned by Waterford Disability Services.
		<p>Example # 1: Sheila is in receipt of respite from Friday 4pm to Monday 10am. 3 nights of respite are returned for Sheila under this KPI. No "Day Only Respite" is returned for Sheila as they are included as part of her overnight count (See "Include" above).</p>
		<p>Adult: a person aged over 18 and under 65 years. In a small number of cases people may continue to access disability respite services post 65 years of age.</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the numbers of adults and children with a physical and/or sensory disability in receipt of overnight respite service
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>
4	KPI Target	<p>2016 Operational Plan National Target: 26,161</p> <p>Target per CHO: CHO 1 = 1,822, CHO 2 = 3,076, CHO 3 = 1,927, CHO 4 = 3,255, CHO 5 = 2,166, CHO 6 = 2,718, CHO 7 = 5,241, CHO 8 = 3,084, CHO 9 = 2,872.</p>
5	KPI Calculation	<p>Count the number of overnight respite stays provided in the quarter, including the time spent at that location on the preceding or following day or part of day. Adults and children are counted separately.</p> <p>This is a cumulative KPI i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year.</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally

11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 32) Disability: Respite (PSD)

1	KPI Title	No. of day only respite sessions accessed by people with a physical and/or sensory disability
2	KPI Description DIS 32	Total number of day only respite sessions provided for people with a physical and/or sensory disability in this quarter , up to and including the last day of the quarter. Respite locations include: <ul style="list-style-type: none"> • Centre based respite • Host Family • Community Home • Private Nursing Home • Holiday Respite • Saturday Clubs
		Include: <ul style="list-style-type: none"> • Number of non-overnight day only respite accessed by people in the quarter. Exclude: <ul style="list-style-type: none"> • Day Only respite funded by other care groups (e.g. Older Persons) • Overnight respite stays where people stayed at a respite location overnight (i.e. in a bed). • "Day Services" such as work-like, educational and training services. These are counted in KPIs 1-9. • Day Only respite for people with a physical and sensory disability.
		Respite service must be returned by the HSE Area from which funding is allocated e.g. Waterford Service user accessing respite nights in Kildare. These clients to be returned by Waterford Disability Services.
		Example 1: Lucy is in receipt of respite after school one evening per week from 2.30 pm to 9 pm. She is returned as 1 'Day Only' respite per week or 13 day respite sessions per quarter (presuming there are 13 weeks in the quarter). Example 2: An agency provides 6 people with day respite 1 Saturday/month in the quarter, there are 4 Saturdays in the quarter. Therefore 6 x 4 = 24 Day Only Respites returned in the quarter.
		Adult: a person aged over 18 and under 65 years. In a small number of cases people may continue to access disability respite services post 65 years of age. Child: Under 18 years.
3	KPI Rationale	To monitor the numbers of adults and children with a physical and/or sensory disability who received a Day Only Respite service.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 Operational Plan National target/expected activity: 1,211 Target per CHO: CHO 1 = 0, CHO 2 = 0, CHO 3 = 529, CHO 4 = 0, CHO 5 = 0, CHO 6 = 469, CHO 7 = 55, CHO 8 = 14, CHO 9 = 144.
5	KPI Calculation	Count each respite Day Only/part of provided for an adult or child in this quarter. This is a cumulative KPI i.e. at year end, each region's four quarterly outturns will be added together to obtain the total CHO end of year outturn for that year.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally

11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which	<input checked="" type="checkbox"/> Performance Assurance Report (PAR)
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 33) Disability: Respite (PSD)

1	KPI Title	No. of people with a physical and/or sensory disability who are in receipt of <u>more than 30 overnights</u> continuous respite
2	KPI Description DIS 33	No. of people with a physical and/or sensory disability who have received respite for more than 30 continuous overnight respite in this quarter (example 1) / carryover from previous quarter (example 2). Include: • People who received continuous overnight respite (i.e. in a bed) exceeding 30 overnights. Exclude: • People receiving respite funded by other care groups (e.g. Older Persons) • People who have exceeded <u>non-continuous</u> 30 overnight respite stays • People who receive respite in their own home - this is returned under Home Support • People with an intellectual disability and/or autism.
		Respite service must be returned by the HSE Area from which funding is allocated e.g. Waterford Service user accessing respite nights in Kildare. These clients to be returned by Waterford Disability Services.
		Example # 1: Betty entered respite in January for a planned week-long respite stay. Due to family circumstances, Betty's respite stay extended to 35 days in Q1. Betty is returned under this KPI. Betty is also returned under "Total no. of people in receipt of respite services". Example # 2: Henry exceeded 30 continuous overnights of respite in Q1. His respite stay continued through Q2. Henry is counted in this KPI for Q1 <u>and</u> Q2.
		Adult: a person aged over 18 and under 65 years. In a small number of cases people may continue to access disability respite services post 65 years of age. Child: Under 18 years.
3	KPI Rationale	To monitor the numbers of people who are in receipt of de facto residential supports in a respite bed.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 Operational Plan National target/expected activity 2016: 11 Target per CHO: CHO 1 = 5, CHO 2 = 1, CHO 3 = 0, CHO 4 = 1, CHO 5 = 4, CHO 6 = 0, CHO 7 = 0, CHO 8 = 0, CHO 9 = 0.
5	KPI Calculation	Count the total number of people in receipt of more than 30 continuous overnight respite stays. If the 30 continuous overnights fall across two quarters, count the person in the quarter in which the 31st overnight occurs and in any subsequent quarter should they remain in continuous overnight respite. Count adults and children separately. This is a point in time KPI calculation i.e. do not add the quarterly returns together. For year end outturn, Q4 outturn is used e.g. Q1:11, Q2: 9, Q3: 18, Q4: 7, total number receiving more than 30 continuous overnights respite is 7.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally

11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 34) Disability: PA Service

1	KPI Title	No. of new referrals <u>accepted</u> for adults with a physical and/or sensory disability for PA Services
2	KPI Description DIS 34	<p>Total number of new referrals <u>accepted</u> for PA services for adults with a physical and/or sensory disability <u>in this quarter</u> up to and including the last day of the quarter.</p> <p>Definition: New referral accepted as appropriate and approved in this quarter.</p> <p>Include:</p> <ul style="list-style-type: none"> • All accepted referrals for a PA service for adults with a physical and/or sensory disability <p>Exclude:</p> <ul style="list-style-type: none"> • Referrals for PA service funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme. • Referrals for adults with a physical and/or sensory disability already in receipt of a PA service and who have not been discharged, even if that service is less than they were assessed for • Referrals received in previous quarters. New referrals are only counted once i.e. in the quarter they are received and accepted. This is a new KPI for 2015 therefore, the count commences from 1 Jan 2015 • Referrals for adults with a physical and/or sensory disability who declined the PA service offered • Referrals for people who require neurorehab supports that do not meet the definition of PA or Home Support • Referrals for adults with a physical and/or sensory disability received for a Home Support Service. • Referrals for adults with an intellectual disability and/or autism or children with any disability <p>All adults accessing PA Hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing PA Hours in Longford whose hours are paid for by Sligo PA budget must be returned by Sligo Disability Services.</p> <p>Example # 1 Connor's new referral for PA service was accepted in Q2. He received a PA service in the past but had been formally discharged. Connor is returned under this KPI only for the quarter in which his referral was accepted i.e. Q2.</p> <p>Example # 2 Elaine's new referral was accepted in Q1. She did not commence her PA Service until Q2. Elaine is returned under this KPI only once i.e. the quarter in which her referral was accepted, Q1. She will be returned in Q2 only under "New person commenced" (KPI 29)</p> <p>Definitions:</p> <p>Personal Assistant (PA): is employed by the person with a disability to enable them to live an independent life. The PA provides assistance, at the discretion and direction of the person with the disability, thus promoting choice and control for the person with the disability to live independently" (National Physical and Sensory Disability Database – Description of Services).</p> <p>Employed by: for the purposes of this KPI means that the service user has full control over the recruitment and day to day direction of their PA. The service user may devolve responsibility for employment administrative arrangements e.g. Garda vetting, references, insurance, tax returns and salary payment, to a service provider such as CIL, IWA.</p> <p>Adult: For the purpose of this KPI an adult is aged over 18 and under 65. It may include persons aged over 65 years who began with Disability Services prior to turning 65.</p>
3	KPI Rationale	To monitor the number of new referrals <u>accepted</u> for adults with a physical and/or sensory disability for a PA service as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan National target/expected activity 2016: 271</p> <p>Target per CHO: CHO 1 = 25, CHO 2 = 35, CHO 3 = 66, CHO 4 = 11, CHO 5 = 47, CHO 6 = 0, CHO 7 = 0, CHO 8 = 58, CHO 9 = 29.</p>
5	KPI Calculation	<p>Count all new referrals accepted in this quarter. All new referrals accepted are only counted once i.e. in the quarter which their referral is received.</p> <p>This is a cumulative KPI, i.e. at year end, each Area's four quarterly returns will be added together to obtain the total end of year outturn for that Area in that year.</p>

6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Adults with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 35) Disability: PA Service

1	KPI Title	No. of new adults with a physical and/or sensory disability who commenced a PA Service
2	KPI Description DIS 35	<p>Total number of new adults with a physical and/or sensory disability, who commenced a PA service in this quarter up to and including the last day of the quarter.</p> <p>Include:</p> <ul style="list-style-type: none"> All adults who commenced a PA service in this quarter. <p>Exclude:</p> <ul style="list-style-type: none"> Adults with a physical and/or sensory disability who commenced a PA service funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme Adults with a physical and/or sensory disability already in receipt of a PA service and who have not been discharged, even if that service is less than they were assessed for. They are returned under "No. of existing Persons in receipt of PA" (KPI 30) in subsequent quarters in which they access a PA service Adults with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support Adults with a physical and/or sensory disability commencing a Home Support Service. Adults with an intellectual disability and/or autism or children with any disability <p>All adults accessing PA Hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing PA Hours in Longford, funded by Sligo PA budget must be returned by Sligo Disability Services.</p> <p>Example # 1 Derek's new referral was received and accepted in Q2 and he commenced a PA service in Q3. He had received a PA service in the past but was formally discharged. Derek is returned under this KPI only for the quarter in which he commenced a PA service i.e. Q3. He is also returned under "New referral received and accepted" (KPI 28) only in the quarter which his referrals was received and accepted, Q2</p> <p>Example # 2 Jack's new referral was accepted in Q3. His PA Service commenced in Q3. Jack is returned under this KPI only for the quarter in which he commenced the PA service, i.e. Q3. He is also returned in Q3 under "New referral received and accepted" (KPI 28).</p> <p>Definitions:</p> <p>Personal Assistant (PA): is employed by the person with a disability to enable them to live an independent life. The PA provides assistance, at the discretion and direction of the person with the disability, thus promoting choice and control for the person with the disability to live independently" (National Physical and Sensory Disability Database – Description of Services).</p> <p>Employed by: for the purposes of this KPI means that the service user has full control over the recruitment and day to day direction of their PA. The service user may devolve responsibility for employment administrative arrangements e.g. Garda vetting, references, insurance, tax returns and salary payment, to a service provider such as CIL, IWA.</p> <p>Adult: For the purpose of this KPI an adult is aged over 18 and under 65. It may include persons aged over 65 years who began with Disability Services prior to turning 65.</p>
3	KPI Rationale	To monitor the number of new adults with a physical and/or sensory disability who commenced a PA service as funded by HSE Disability Services in this quarter
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan National target/expected activity 2016: 223</p> <p>Target per CHO: CHO 1 = 24, CHO 2 = 64, CHO 3 = 60, CHO 4 = 11, CHO 5 = 11, CHO 6 = 0, CHO 7 = 0, CHO 8 = 24, CHO 9 = 29.</p>
5	KPI Calculation	<p>Count the number of new adults with a physical and/or sensory disability who commenced a PA service in this quarter. New adults commencing a PA service are only counted once i.e. in the quarter which their service commenced.</p> <p>This is a cumulative KPI, i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.

	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Adults with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 36) Disability: PA Service

1	KPI Title	No. of existing adults with a physical and/or sensory disability in receipt of a PA Service
2	KPI Description DIS 36	<p>Total number of adults with a physical and/or sensory disability who continued a PA service, in this quarter and who have not been discharged in a previous quarter, up to and including the last day of the quarter.</p> <p>Include:</p> <ul style="list-style-type: none"> • Adults with a physical and/or sensory disability who continued a PA service in this quarter from any previous quarter who have not been formally discharged • In Q1, only adults with a physical and/or sensory disability who continued to receive a PA Service in Q1 from any previous quarter <p>Exclude:</p> <ul style="list-style-type: none"> • Adults with a physical and/or sensory disability in receipt of a PA service funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • Adults with a physical and/or sensory disability who commenced a PA service in this quarter- they are returned only under "New people commenced" (KPI 29) • In Q1, adults with a physical and/or sensory disability who accessed a PA service in the previous year's Q4 but not in Q1 • Adults with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support • People who received a Home Support service - these are returned under KPI 37 • Adults with an intellectual disability and/or autism or children with any disability. <p>All adults accessing PA Hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing PA Hours through Longford CIL whose hours are paid for by Sligo PA budget must be returned by Sligo Disability Services.</p> <p>Example # 1: Jennifer received a PA Service in Q1, Q2 and Q3. Therefore Jennifer is returned under this KPI in Q1, Q2 and Q3</p> <p>Example # 2: Martina received PA service in Q2 and Q4, not in Q3 due to hospitalisation and had not been discharged from PA. Martina is returned under this KPI only in Q2 and Q4, not in Q3</p> <p>Example # 3: Liam received PA services in Q1 and was discharged during this quarter due to moving outside of the Area. He is returned under this KPI in Q1. He is also returned under "No of people discharged" in Q1.</p> <p>Definitions:</p> <p>Personal Assistant (PA): is employed by the person with a disability to enable them to live an independent life. The PA provides assistance, at the discretion and direction of the person with the disability, thus promoting choice and control for the person with the disability to live independently" (National Physical and Sensory Disability Database – Description of Services).</p> <p>Employed by: for the purposes of this KPI means that the service user has full control over the recruitment and day to day direction of their PA. The service user may devolve responsibility for employment administrative arrangements e.g. Garda vetting, references, insurance, tax returns and salary payment, to a service provider such as CIL, IWA.</p> <p>Adult: For the purpose of this KPI an adult is aged over 18 and under 65. It may include persons aged over 65 years who began with Disability Services prior to turning 65.</p>
3	KPI Rationale	To monitor the number of adults with a physical and/or sensory disability who continue to receive a PA service as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>
4	KPI Target	<p>2016 Operational Plan National target/expected activity 2016: 2,284</p> <p>Target per CHO: CHO 1 = 230, CHO 2 = 389, CHO 3 = 386, CHO 4 = 415, CHO 5 = 263, CHO 6 = 9, CHO 7 = 77, CHO 8 = 268, CHO 9 = 247.</p>

5	KPI Calculation	Count the total number of adults with a physical and/or sensory disability continuing to receive a PA service in this quarter who had not been discharged in a previous quarter. This is a point in time KPI calculation i.e. do not add quarterly returns together. For year end outturn, use Q4 outturn e.g. Cork: Q1: 395, Q2: 418, Q3: 420, Q4: 422, the total number of people continuing PA at year end is 422.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Adults with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 37) Disability: PA Service

1	KPI Title	No. adults with a physical and/or sensory disability formally <u>discharged</u> from a PA service
2	KPI Description DIS 37	<p>Total number of adults with a physical and/or sensory disability, formally <u>discharged</u> from a PA service <u>in this quarter</u> up to and including the last day of the quarter.</p> <p>Reasons for discharge may include:</p> <ul style="list-style-type: none"> • Residential placement • Transferred to other provider, other area • Service is no longer required or no longer meeting needs • Deceased <p>Include:</p> <ul style="list-style-type: none"> • Adults with a physical and/or sensory disability formally discharged from a PA service in this quarter <p>Exclude:</p> <ul style="list-style-type: none"> • Adults with a physical and/or sensory disability discharged from PA service funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • Adults with a physical and/or sensory disability in receipt of or awaiting commencement of a PA service who have not been formally discharged • Adults with a Physical and/ or Sensory Disability who receive a Home Support service • Adults with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support • Adults with an Intellectual Disability and / or autism • Children with any disability. <p>All adults accessing PA Hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing PA Hours through Longford CIL whose hours are paid for by Sligo PA budget must be returned by Sligo Disability Services.</p> <p>Example # 1: Kate received PA service in Q1 and Q2 in Waterford. She was formally discharged at end of Q2 as she moved to Donegal. Kate is returned by Waterford under this KPI in Q2. She is also returned by Waterford in Q2 under "No. of Existing Persons in receipt of PA" and by Donegal under "No. of new referrals received" for the quarter in which they receive her new referral.</p> <p>Example # 2 Susan has been receiving PA service over years. She was admitted to hospital in Q1 and it is unclear at end of the quarter whether she will be returning home and to PA services or to residential and so returned under this KPI. Each person's case needs to be reviewed individually to determine when formal discharge from PA is appropriate. If a person is discharged from PA and returned under this KPI, should they later return home/ to PA service, return them under "No. new referrals accepted" and "No. new persons commenced" in relevant quarter</p> <p>Definitions:</p> <p>Personal Assistant (PA): is employed by the person with a disability to enable them to live an independent life. The PA provides assistance, at the discretion and direction of the person with the disability, thus promoting choice and control for the person with the disability to live independently" (National Physical and Sensory Disability Database – Description of Services).</p> <p>Employed by: for the purposes of this KPI means that the service user has full control over the recruitment and day to day direction of their PA. The service user may devolve responsibility for employment administrative arrangements e.g. Garda vetting, references, insurance, tax returns and salary payment, to a service provider such as CIL, IWA.</p> <p>Adult: For the purpose of this KPI an adult is aged over 18 and under 65. It may include persons aged over 65 years who began with Disability Services prior to turning 65.</p>
3	KPI Rationale	To monitor the number of adults with a physical and/or sensory disability formally discharged from PA services as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>
4	KPI Target	<p>2016 Operational Plan National target/expected activity 2016: 134</p> <p>Target per CHO: CHO 1 = 18, CHO 2 = 35, CHO 3 = 31, CHO 4 = 1, CHO 5 = 10, CHO 6 = 0, CHO 7 = 0, CHO 8 = 12, CHO 9 = 27.</p>

5	KPI Calculation	Count all adults with a physical and/or sensory disability discharged from PA services in this quarter. All discharges only to be counted once i.e. in the quarter they are discharged This is a cumulative KPI, i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Adults with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 38) Disability: PA Service

1	KPI Title	No. of adults with a physical and/or sensory disability <u>in receipt</u> of PA Services
2	KPI Description DIS 38	<p>Total number of adults with a physical and/or sensory disability <u>in receipt</u> of PA services, <u>in this quarter</u> up to and including the last day of the quarter.</p> <p>Definition: Adults with a physical and/or sensory disability in receipt of a PA service in this quarter</p> <p>Include:</p> <ul style="list-style-type: none"> • Adults with a physical and/or sensory disability in receipt of a PA service in this quarter including those who commenced a PA service and those who continued a PA service even if they were formally discharged in this quarter <p>Exclude:</p> <ul style="list-style-type: none"> • Adults with a physical and/or sensory disability who accessed PA service funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • Adults with a physical and/or sensory disability who did not receive a PA service in this quarter but did in any previous quarters who have not been formally discharged • Adults with a physical and/or sensory disability who received a Home Support Service • Adults with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support • Adults with an intellectual disability and/or autism • Children with any disability <p>All adults accessing PA Hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing PA Hours through Longford CIL whose hours are paid for by Sligo PA budget must be returned by Sligo Disability Services.</p> <p>Example # 1: Sean received a PA service in Q3, continuing from a previous quarter. Jane commenced a PA service in Q3. Both Sean and Jane are returned under this KPI in Q3. Sean is also returned under "No of existing people in receipt of PA services" in Q3 and Jane is also returned under 'No. of new people commenced' in Q3</p> <p>Example # 2: Martin received 10 PA hours per week from Agency A. He was assessed as having an increased need and now receives 5 additional PA hours from Agency B. Martin is returned by each agency as 1 person. It is acknowledged that this is a "double count" but until a system of unique identification is established, both agencies must return what they are providing/funded by the HSE under this KPI.</p> <p>Definitions:</p> <p>Personal Assistant (PA): is employed by the person with a disability to enable them to live an independent life. The PA provides assistance, at the discretion and direction of the person with the disability, thus promoting choice and control for the person with the disability to live independently" (National Physical and Sensory Disability Database – Description of Services).</p> <p>Employed by: for the purposes of this KPI means that the service user has full control over the recruitment and day to day direction of their PA. The service user may devolve responsibility for employment administrative arrangements e.g. Garda vetting, references, insurance, tax returns and salary payment, to a service provider such as CIL, IWA.</p> <p>Adult: For the purpose of this KPI an adult is aged over 18 and under 65. It may include persons aged over 65 years who began with Disability Services prior to turning 65.</p>
3	KPI Rationale	To monitor the number of adults with a physical and/or sensory disability in receipt of PA services as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>
4	KPI Target	<p>2016 Operational Plan National target/expected activity 2016: 2,186</p> <p>Target per CHO: CHO 1 = 217, CHO 2 = 282, CHO 3 = 388, CHO 4 = 389, CHO 5 = 254, CHO 6 = 10, CHO 7 = 123, CHO 8 = 232, CHO 9 = 291.</p>
5	KPI Calculation	<p>Count the total number of adults with a physical and/or sensory disability in receipt of PA services in this quarter including all newly commenced and existing clients even if they were formally discharged in this quarter</p> <p>This is a point in time calculation i.e. do not add the 4 quarter returns together. Example: Cork: Q1: 20, Q2: 23, Q3: 21, Q4:23, end of year return is 23.</p>

6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Adults with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 39) Disability: PA Service

1	KPI Title	No. of PA Service hours <u>delivered</u> to adults with a physical and/or sensory disability
2	KPI Description DIS 39	<p>Total number of PA service <u>hours delivered</u> to adults with a physical and/or sensory disability, <u>in this quarter</u> up to and including the last day of the quarter.</p> <p>Include:</p> <ul style="list-style-type: none"> Hours delivered to adults with a physical and/or sensory disability in receipt of a PA service in this quarter including those who commenced a PA service and those who continued a PA service, even if they were discharged in the quarter <p>Exclude:</p> <ul style="list-style-type: none"> Hours funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme Hours provided in previous quarter(s) but not in this quarter Hours provided by Home Support Service Hours provided for adults with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support Hours provided for adults with an intellectual disability and/or autism Hours provided for children with any disability <p>All adults accessing PA Hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing PA Hours through Longford CIL whose hours are paid for by Sligo PA budget must be returned by Sligo Disability Services.</p> <p>Example # 1: Michael and Kieran are brothers with physical and sensory disability. They each have a Personal Assistant for 4 hours 3 days a week. No. of hours returned under this KPI in this quarter is 4 hours x 2 PA x 3 days x 13 weeks = total of 312 (presuming 13 weeks in the quarter) i.e. count the number of paid hours</p> <p>Example # 2: Fred and Peter are brothers with physical and sensory disability. 1 Personal Assistant provides a service at their home for 3 hours 2 days per week. No. of hours returned under this KPI in this quarter is 3 hours x 2 days x 13 weeks = total of 78 hours (presuming 13 weeks in the quarter) i.e. count the number of paid hours</p> <p>Definitions:</p> <p>Personal Assistant (PA): is employed by the person with a disability to enable them to live an independent life. The PA provides assistance, at the discretion and direction of the person with the disability, thus promoting choice and control for the person with the disability to live independently" (National Physical and Sensory Disability Database – Description of Services).</p> <p>Employed by: for the purposes of this KPI means that the service user has full control over the recruitment and day to day direction of their PA. The service user may devolve responsibility for employment administrative arrangements e.g. Garda vetting, references, insurance, tax returns and salary payment, to a service provider such as CIL, IWA.</p> <p>Adult: For the purpose of this KPI an adult is aged over 18 and under 65. It may include persons aged over 65 years who began with Disability Services prior to turning 65.</p>
3	KPI Rationale	To monitor the total number PA service hours delivered to adults with a physical and/or sensory disability as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 National Service Plan National Target: 1,318,819</p> <p>Target per CHO: CHO 1 = 123,011, CHO 2 = 238,424, CHO 3 = 265,721, CHO 4 = 115,468, CHO 5 = 94,602, CHO 6 = 24,508, CHO 7 = 17,382, CHO 8 = 151,599, CHO = 288,104.</p>
5	KPI Calculation	<p>Count the total number of PA service hours delivered to adults with a physical and/or sensory disability.</p> <p>This is a cumulative KPI, i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year.</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.

	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Adults with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 40a) Disability: PA Service

1	KPI Title	No. of adults with a physical and/or sensory disability in receipt of from 1 - 5 PA hours per week
2	KPI Description DIS 40a	<p>Total number of adults with a physical and/or sensory disability, in receipt of 1- 5 PA Hours <u>in the last week of the reporting period i.e. last week of June and last week of December.</u></p> <p>Include:</p> <ul style="list-style-type: none"> • Adults with a physical and/or sensory disability in receipt of a PA service in this quarter including those who commenced a PA service and those who continued a PA service even if they were formally discharged in this <p>Exclude:</p> <ul style="list-style-type: none"> • Adults with a physical and/or sensory disability discharged from PA service funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • Adults with a physical and/or sensory disability who did not receive a PA service in the last week of the biannual reporting period i.e. last week of June or December • Adults with a physical and/or sensory disability who received a Home Support Service • Adults with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support • Adults with an intellectual disability and/or autism • Children with any disability <p>All adults accessing PA Hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing PA Hours through Longford CIL whose hours are paid for by Sligo PA budget must be returned by Sligo Disability Services.</p> <p>Example # 1: Tony was receiving 10 hours PA per week during Q2 but due to change in circumstances, he received 4 hours PA service in the <u>final week</u> of June, the biannual reporting period. Therefore Tony is returned under this KPI in "No. of people in receipt of Band 1 – 5 hours PA service".</p> <p>Definitions:</p> <p>Personal Assistant (PA): is employed by the person with a disability to enable them to live an independent life. The PA provides assistance, at the discretion and direction of the person with the disability, thus promoting choice and control for the person with the disability to live independently" (National Physical and Sensory Disability Database – Description of Services).</p> <p>Employed by: for the purposes of this KPI means that the service user has full control over the recruitment and day to day direction of their PA. The service user may devolve responsibility for employment administrative arrangements e.g. Garda vetting, references, insurance, tax returns and salary payment, to a service provider such as CIL, IWA.</p> <p>Adult: For the purpose of this KPI an adult is aged over 18 and under 65. It may include persons aged over 65 years who began with Disability Services prior to turning 65.</p>
3	KPI Rationale	To monitor the number of adults with a physical and/or sensory disability in receipt of 1 -5 PA hours in the last week of the biannual reporting period i.e. last week of June or December, funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan target/expected activity 2016 for 1-5 PA hours per week: 957</p> <p>Target per CHO: CHO 1 = 95, CHO 2 = 124, CHO 3 = 104, CHO 4 = 270, CHO 5 = 164, CHO 6 = 1, CHO 7 = 28, CHO 8 = 102, CHO 9 = 69.</p>
5	KPI Calculation	<p>Count all adults with a physical and/or sensory disability in receipt of 1 - 5 PA hours <u>in the last week of the reporting period i.e. last week of June or last week of December</u></p> <p>This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g. Q2: 418, Q4: 422, the outturn for the year end is 422.</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<p><input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually</p> <p><input type="checkbox"/> Other – give details:</p>

8	Tracer Conditions	Adults with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 40b) Disability: PA Service

1	KPI Title	No. of adults with a physical and/or sensory disability in receipt of from 6 - 10 PA hours per week
2	KPI Description DIS 40b	<p>Total number of adults with a physical and/or sensory disability, in receipt of 6 - 10 PA Hours <u>in the last week of the reporting period</u> i.e. last week of June and last week of December.</p> <p>Include:</p> <ul style="list-style-type: none"> Adults with a physical and/or sensory disability in receipt of a PA service in this quarter including those who commenced a PA service and those who continued a PA service even if they were formally discharged in this <p>Exclude:</p> <ul style="list-style-type: none"> Adults with a physical and/or sensory disability discharged from PA service funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme Adults with a physical and/or sensory disability who did not receive a PA service in the last week of the biannual reporting period i.e. last week of June or December Adults with a physical and/or sensory disability who received a Home Support Service Adults with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support Adults with an intellectual disability and/or autism Children with any disability <p>All adults accessing PA Hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing PA Hours through Longford CIL whose hours are paid for by Sligo PA budget must be returned by Sligo Disability Services.</p> <p>Example # 1: Tony was receiving 20 hours PA per week during Q2 but due to change in circumstances, he received 10 hours PA service in the <u>final week</u> of June, the biannual reporting period. Therefore Tony is returned under this KPI in "No. of people in receipt of Band 6 – 10 hours PA service".</p> <p>Definitions:</p> <p>Personal Assistant (PA): is employed by the person with a disability to enable them to live an independent life. The PA provides assistance, at the discretion and direction of the person with the disability, thus promoting choice and control for the person with the disability to live independently" (National Physical and Sensory Disability Database – Description of Services).</p> <p>Employed by: for the purposes of this KPI means that the service user has full control over the recruitment and day to day direction of their PA. The service user may devolve responsibility for employment administrative arrangements e.g. Garda vetting, references, insurance, tax returns and salary payment, to a service provider such as CIL, IWA.</p> <p>Adult: For the purpose of this KPI an adult is aged over 18 and under 65. It may include persons aged over 65 years who began with Disability Services prior to turning 65.</p>
3	KPI Rationale	To monitor the number of adults with a physical and/or sensory disability in receipt of 6 -10 PA hours in the last week of the biannual reporting period i.e. last week of June or December, funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan target/expected activity 2016 for 6-10 PA hours per week: 538</p> <p>Target per CHO: CHO 1 = 50, CHO 2 = 96, CHO 3 = 85, CHO 4 = 101, CHO 5 = 51, CHO 6 = 2, CHO 7 = 24, CHO 8 = 81, CHO 9 = 48.</p>
5	KPI Calculation	<p>Count all adults with a physical and/or sensory disability in receipt of 6 - 10 PA hours <u>in the last week of the reporting period</u> i.e. last week of June or last week of December</p> <p>This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g. Q2: 418, Q4: 422, the outturn for the year end is 422.</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<p><input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually</p> <p><input type="checkbox"/> Other – give details:</p>
8	Tracer Conditions	Adults with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.

10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 40c) Disability: PA Service

1	KPI Title	No. of adults with a physical and/or sensory disability in receipt of from 11 - 20 PA hours per week
2	KPI Description DIS 40c	<p>Total number of adults with a physical and/or sensory disability, in receipt of 11 - 20 PA Hours <u>in the last week of the reporting period</u> i.e. last week of June and last week of December.</p> <p>Include:</p> <ul style="list-style-type: none"> Adults with a physical and/or sensory disability in receipt of a PA service in this quarter including those who commenced a PA service and those who continued a PA service even if they were formally discharged in this <p>Exclude:</p> <ul style="list-style-type: none"> Adults with a physical and/or sensory disability discharged from PA service funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme Adults with a physical and/or sensory disability who did not receive a PA service in the last week of the biannual reporting period i.e. last week of June or December Adults with a physical and/or sensory disability who received a Home Support Service Adults with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support Adults with an intellectual disability and/or autism Children with any disability <p>All adults accessing PA Hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing PA Hours through Longford CIL whose hours are paid for by Sligo PA budget must be returned by Sligo Disability Services.</p> <p>Example # 1: Tony was receiving 30 hours PA per week during Q2 but due to change in circumstances, he received 15 hours PA service in the <u>final week</u> of June, the biannual reporting period. Therefore Tony is returned under this KPI in "No. of people in receipt of Band 11 – 20 hours PA service".</p> <p>Definitions:</p> <p>Personal Assistant (PA): is employed by the person with a disability to enable them to live an independent life. The PA provides assistance, at the discretion and direction of the person with the disability, thus promoting choice and control for the person with the disability to live independently" (National Physical and Sensory Disability Database – Description of Services).</p> <p>Employed by: for the purposes of this KPI means that the service user has full control over the recruitment and day to day direction of their PA. The service user may devolve responsibility for employment administrative arrangements e.g. Garda vetting, references, insurance, tax returns and salary payment, to a service provider such as CIL, IWA.</p> <p>Adult: For the purpose of this KPI an adult is aged over 18 and under 65. It may include persons aged over 65 years who began with Disability Services prior to turning 65.</p>
3	KPI Rationale	To monitor the number of adults with a physical and/or sensory disability in receipt of 11 - 20 PA hours in the last week of the biannual reporting period i.e. last week of June or December, funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan target/expected activity 2016 for 11-20 PA hours per week: 397</p> <p>Target per CHO: CHO 1 = 44, CHO 2 = 95, CHO 3 = 82, CHO 4 = 29, CHO 5 = 24, CHO 6 = 1, CHO 7 = 19, CHO 8 = 56, CHO 9 = 47.</p>
5	KPI Calculation	<p>Count all adults with a physical and/or sensory disability in receipt of 11 - 20 PA hours <u>in the last week of the reporting period</u> i.e. last week of June or last week of December</p> <p>This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g Q2: 418, Q4: 422, the outturn for the year end is 422.</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Adults with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.

10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 40d) Disability: PA Service

1	KPI Title	No. of adults with a physical and/or sensory disability in receipt of from 21 - 40 PA hours per week
2	KPI Description DIS 40d	<p>Total number of adults with a physical and/or sensory disability, in receipt of 21 - 40 PA Hours <u>in the last week of the reporting period</u> i.e. last week of June and last week of December.</p> <p>Include:</p> <ul style="list-style-type: none"> Adults with a physical and/or sensory disability in receipt of a PA service in this quarter including those who commenced a PA service and those who continued a PA service even if they were formally discharged in this <p>Exclude:</p> <ul style="list-style-type: none"> Adults with a physical and/or sensory disability discharged from PA service funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme Adults with a physical and/or sensory disability who did not receive a PA service in the last week of the biannual reporting period i.e. last week of June or December Adults with a physical and/or sensory disability who received a Home Support Service Adults with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support Adults with an intellectual disability and/or autism Children with any disability <p>All adults accessing PA Hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing PA Hours through Longford CIL whose hours are paid for by Sligo PA budget must be returned by Sligo Disability Services.</p> <p>Example # 1: Tony was receiving 10 hours PA per week during Q2 but due to change in circumstances, he received 22 hours PA service in the <u>final week</u> of June, the biannual reporting period. Therefore Tony is returned under this KPI in "No. of people in receipt of Band 21 – 40 hours PA service".</p> <p>Definitions:</p> <p>Personal Assistant (PA): is employed by the person with a disability to enable them to live an independent life. The PA provides assistance, at the discretion and direction of the person with the disability, thus promoting choice and control for the person with the disability to live independently" (National Physical and Sensory Disability Database – Description of Services).</p> <p>Employed by: for the purposes of this KPI means that the service user has full control over the recruitment and day to day direction of their PA. The service user may devolve responsibility for employment administrative arrangements e.g. Garda vetting, references, insurance, tax returns and salary payment, to a service provider such as CIL, IWA.</p> <p>Adult: For the purpose of this KPI an adult is aged over 18 and under 65. It may include persons aged over 65 years who began with Disability Services prior to turning 65.</p>
3	KPI Rationale	To monitor the number of adults with a physical and/or sensory disability in receipt of 21 - 40 PA hours in the last week of the biannual reporting period i.e. last week of June or December, funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan target/expected activity 2016 for 21-40 PA hours per week: 256</p> <p>Target per CHO: CHO 1 = 28, CHO 2 = 52, CHO 3 = 77, CHO 4 = 10, CHO 5 = 13, CHO 6 = 2, CHO 7 = 11, CHO 8 = 24, CHO 9 = 39.</p>
5	KPI Calculation	<p>Count all adults with a physical and/or sensory disability in receipt of 21 - 40 PA hours <u>in the last week of the reporting period</u> i.e. last week of June or last week of December</p> <p>This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g. Q2: 418, Q4: 422, the outturn for the year end is 422.</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Adults with a physical and/or sensory disability

9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 40e) Disability: PA Service

1	KPI Title	No. of adults with a physical and/or sensory disability in receipt of from 41 - 60 PA hours per week
2	KPI Description DIS 40e	<p>Total number of adults with a physical and/or sensory disability, in receipt of 41 - 60 PA Hours <u>in the last week of the reporting period i.e. last week of June and last week of December.</u></p> <p>Include:</p> <ul style="list-style-type: none"> Adults with a physical and/or sensory disability in receipt of a PA service in this quarter including those who commenced a PA service and those who continued a PA service even if they were formally discharged in this <p>Exclude:</p> <ul style="list-style-type: none"> Adults with a physical and/or sensory disability discharged from PA service funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme Adults with a physical and/or sensory disability who did not receive a PA service in the last week of the biannual reporting period i.e. last week of June or December Adults with a physical and/or sensory disability who received a Home Support Service Adults with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support Adults with an intellectual disability and/or autism Children with any disability <p>All adults accessing PA Hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing PA Hours through Longford CIL whose hours are paid for by Sligo PA budget must be returned by Sligo Disability Services.</p> <p>Example # 1: Tony was receiving 10 hours PA per week during Q2 but due to change in circumstances, he received 42 hours PA service in the <u>final week</u> of June, the biannual reporting period. Therefore Tony is returned under this KPI in "No. of people in receipt of Band 41 – 60 hours PA service".</p> <p>Definitions:</p> <p>Personal Assistant (PA): is employed by the person with a disability to enable them to live an independent life. The PA provides assistance, at the discretion and direction of the person with the disability, thus promoting choice and control for the person with the disability to live independently" (National Physical and Sensory Disability Database – Description of Services).</p> <p>Employed by: for the purposes of this KPI means that the service user has full control over the recruitment and day to day direction of their PA. The service user may devolve responsibility for employment administrative arrangements e.g. Garda vetting, references, insurance, tax returns and salary payment, to a service provider such as CIL, IWA.</p> <p>Adult: For the purpose of this KPI an adult is aged over 18 and under 65. It may include persons aged over 65 years who began with Disability Services prior to turning 65.</p>
3	KPI Rationale	To monitor the number of adults with a physical and/or sensory disability in receipt of 41 - 60 PA hours in the last week of the biannual reporting period i.e. last week of June or December, funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan target/expected activity 2016 for 41-60 PA hours per week: 73</p> <p>Target per CHO: CHO 1 = 9, CHO 2 = 7, CHO 3 = 25, CHO 4 = 1, CHO 5 = 4, CHO 6 = 1, CHO 3 = 28, CHO 8 = 6, CHO 9 = 17.</p>
5	KPI Calculation	<p>Count all adults with a physical and/or sensory disability in receipt of 41 -60 PA hours <u>in the last week of the reporting period i.e. last week of June or last week of December</u></p> <p>This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g.Q2: 418, Q4: 422, the outturn for the year end is 422.</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Adults with a physical and/or sensory disability

9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 40f) Disability: PA Service

1	KPI Title	No. of adults with a physical and/or sensory disability in receipt of from 60+ PA hours per week
2	KPI Description DIS 40f	<p>Total number of adults with a physical and/or sensory disability, in receipt of 60+ PA Hours <u>in the last week of the reporting period i.e. last week of June and last week of December.</u></p> <p>Include:</p> <ul style="list-style-type: none"> Adults with a physical and/or sensory disability in receipt of a PA service in this quarter including those who commenced a PA service and those who continued a PA service even if they were formally discharged in this <p>Exclude:</p> <ul style="list-style-type: none"> Adults with a physical and/or sensory disability discharged from PA service funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme Adults with a physical and/or sensory disability who did not receive a PA service in the last week of the biannual reporting period i.e. last week of June or December Adults with a physical and/or sensory disability who received a Home Support Service Adults with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support Adults with an intellectual disability and/or autism Children with any disability <p>All adults accessing PA Hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing PA Hours through Longford CIL whose hours are paid for by Sligo PA budget must be returned by Sligo Disability Services.</p> <p>Example # 1: Tony was receiving 10 hours PA per week during Q2 but due to change in circumstances, he received 62 hours PA service in the <u>final week</u> of June, the biannual reporting period. Therefore Tony is returned under this KPI in "No. of people in receipt of Band 60+ hours PA service".</p> <p>Definitions:</p> <p>Personal Assistant (PA): is employed by the person with a disability to enable them to live an independent life. The PA provides assistance, at the discretion and direction of the person with the disability, thus promoting choice and control for the person with the disability to live independently" (National Physical and Sensory Disability Database – Description of Services).</p> <p>Employed by: for the purposes of this KPI means that the service user has full control over the recruitment and day to day direction of their PA. The service user may devolve responsibility for employment administrative arrangements e.g. Garda vetting, references, insurance, tax returns and salary payment, to a service provider such as CIL, IWA.</p> <p>Adult: For the purpose of this KPI an adult is aged over 18 and under 65. It may include persons aged over 65 years who began with Disability Services prior to turning 65.</p>
3	KPI Rationale	To monitor the number of adults with a physical and/or sensory disability in receipt of 60+ PA hours in the last week of the biannual reporting period i.e. last week of June or December, funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan target/expected activity 2016 for 60+ PA hours per week: 83</p> <p>Target per CHO: CHO 1 = 2, CHO 2 = 15, CHO 3 = 27, CHO 4 = 0, CHO 5 = 2, CHO 6 = 2, CHO 7 = 1, CHO 8 = 1, CHO 9 = 33.</p>
5	KPI Calculation	<p>Count all adults with a physical and/or sensory disability in receipt of 60+ PA hours <u>in the last week of the reporting period i.e. last week of June or last week of December</u></p> <p>This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g. Q2: 418, Q4: 422, the outturn for the year end is 422.</p>
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<p><input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually</p> <p><input type="checkbox"/> Other – give details:</p>
8	Tracer Conditions	Adults with a physical and/or sensory disability

9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 41) Disability: Home Support Service (ID Clients)

1	KPI Title	No. of new referrals <u>accepted</u> for people with intellectual disability and/or autism for Home Support Services
2	KPI Description DIS 41	<p>Total number of new referrals <u>accepted</u> for home support services for people with an intellectual disability and/or autism, <u>in this quarter</u> up to and including the last day of the quarter.</p> <p>Definition: New referral accepted as appropriate and approved in this quarter.</p> <p>Include:</p> <ul style="list-style-type: none"> • All accepted referrals for a Home Support service for people with an ID <p>Exclude:</p> <ul style="list-style-type: none"> • Referrals for Home Support funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme. • Referrals for people with an ID and/or autism already in receipt of a Home Support service i.e. who have not been discharged even if that service is less than they were assessed for. • Referrals received in previous quarters. New referrals are only counted once i.e. in the quarter they are received and accepted. This is a new KPI for 2015 therefore, the count commences from 1 Jan 2015 • Referrals for people with an ID and/or autism who declined the Home Support service offered • Referrals for children requiring support for pre-school places as this is not a Home Support service • Referrals received for a PA Service • Referrals for people with a physical and sensory disability. <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example # 1 Vera's new referral was received and accepted in Q2. She received a home support service in the past but was formally discharged. She is returned under this KPI only for the quarter in which her referral was accepted i.e. Q2.</p> <p>Example # 2 Frank's new referral was received and accepted in Q1. He did not commence service until Q3. He is returned under this KPI only once i.e. the quarter in which his referral was accepted, Q1. He will be returned in Q3 only under " New Person Commenced" (KPI 36)</p> <p>Definitions:</p> <p>Home Support provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of new referrals <u>accepted</u> for adults & children with an intellectual disability and/or autism for home support services as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>

4	KPI Target	2016 Operational Plan National target/expected activity 2016: 769 Target per CHO: CHO 1 = 48, CHO 2 = 108, CHO 3 = 22, CHO 4 = 241, CHO 5 = 68, CHO 6 = 37, CHO 7 = 75, CHO 8 = 116, CHO 9 = 54.
5	KPI Calculation	Count all new referrals accepted in this quarter. All new referrals accepted are only counted once i.e. in the quarter which their referral is received. Adults and children are counted separately. This is a cumulative KPI, i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and/or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter.
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 42) Disability: Home Support Service (ID Clients)

1	KPI Title	No. of new people with intellectual disability and/or autism who <u>commenced</u> a Home Support Service
2	KPI Description DIS 42	<p>Total number of new people with an intellectual disability and/or autism, who <u>commenced</u> a home support service <u>in this quarter</u> up to and including the last day of the quarter.</p> <p>Include:</p> <ul style="list-style-type: none"> • All new people who commenced a Home Support service in this quarter. <p>Exclude:</p> <ul style="list-style-type: none"> • People with an intellectual disability and/or autism who commenced Home Support service funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People with an intellectual disability and/or autism already in receipt of a Home Support service who have not been discharged even if that service is less than they were assessed for. They are returned under "No. of existing Persons in receipt of Home Support" (KPI 37) in subsequent quarters that they access Home Support • Children receiving support for pre-school places as this is not a Home Support service • People who commenced a PA Service • People with a physical and sensory disability. <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford, funded by Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example 1: Billy's new referral was received and accepted in Q2 and he commenced a home support service in Q3. He received a home support service in the past but was formally discharged. Billy is returned under this KPI only for the quarter in which he commenced home support services i.e. Q3. He is also returned under "New referral received and accepted" (KPI 35) only in the quarter which his referrals was received and accepted, Q2</p> <p>Example 2: Nora's new referral was received and accepted in Q3 and she commenced home support service in Q3. She is returned under this KPI only for the quarter in which she commenced the home support service, i.e. Q3. She is also returned in Q3 under "New referral received and accepted" (KPI 35).</p> <p>Definitions:</p> <p>Home Support provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of new people with an intellectual disability and/or autism who commenced a home support service as funded by HSE Disability Services in this quarter
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan National target/expected activity 2016: 707</p> <p>Target per CHO: CHO 1 = 107, CHO 2 = 79, CHO 3 = 43, CHO 4 = 241, CHO 5 = 50, CHO 6 = 15, CHO 7 = 58, CHO 8 = 73, CHO 9 = 41.</p>

5	KPI Calculation	Count the number of new adults and children with an intellectual disability and/or autism who commenced a home support service in this quarter. New adults and children commencing a home support service are only counted once i.e. in the quarter which their service commenced. Adults and children are counted separately. This is a cumulative KPI, i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and/or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be monitored: <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 43) Disability: Home Support Service (ID Clients)

1	KPI Title	No. of existing people with intellectual disability and/or autism in receipt of Home Support Services
2	KPI Description DIS 43	<p>Total number of people with an intellectual disability and/or autism who continued home support services, in this quarter who have not been discharged in a previous quarter, up to and including the last day of the quarter.</p> <p>Include:</p> <ul style="list-style-type: none"> • People with an intellectual disability and/or autism who continued a home support service in this quarter from any previous quarter who have not been formally discharged • In Q1, people with an ID and / or autism who continue to receive a Home Support service from any previous quarter <p>Exclude:</p> <ul style="list-style-type: none"> • People with an ID and/or autism who commenced Home Support service funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People with an ID and or autism who commenced Home Support service in this quarter- they are returned only under "New people commenced" (KPI 36) • People who did not receive Home Support services during this quarter but did in previous quarter(s) who have not been formally discharged • Children receiving support for pre-school places as these are not a Home Support service • People who received a PA Service • People with a physical and sensory disability. <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example # 1: John received home support service in Q1, Q3 and Q3. John is to be returned under this KPI in Q1, Q2 and Q3</p> <p>Example # 2: Christina received home support service in Q2 and in Q4 and not in Q3 due to hospitalisation and had not been discharged from Home Support service. Christine is returned under this KPI in Q2 and Q4, not in Q3</p> <p>Example # 3: Liam received Home Support services in Q1 and was discharged during this quarter due to moving outside of the Area. He is returned under this KPI in Q1. He is also returned under "No. of people discharged" in Q1.</p> <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of adults & children with an intellectual disability and/or autism who continue to receive a home support service as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>

4	KPI Target	2016 Operational Plan National target/expected activity 2016: 3,811 Target per CHO: CHO 1 = 482, CHO 2 = 485, CHO 3 = 281, CHO 4 = 342, CHO 5 = 615, CHO 6 = 264, CHO 7 = 426, CHO 8 = 551, CHO 9 = 365.
5	KPI Calculation	Count the total number of people with an intellectual disability and/or autism continuing to receive a home support service in this quarter who had not been discharged in a previous quarter. Adults and children are counted separately. This is a point in time KPI calculation i.e. do not add the quarterly returns together. For year end outturn, use Q4 outturn e.g. Q1:242, Q2:218, Q3:197, Q4:222, total number continuing home support at year end is 222.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and/or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 44) Disability: Home Support Service (ID Clients)

1	KPI Title	No. people with intellectual disability and/or autism formally <u>discharged</u> from Home Support Services
2	KPI Description DIS 44	<p>Total number of people with an intellectual disability and/or autism, formally <u>discharged</u> from home support services <u>in this quarter</u> up to and including the last day of the quarter.</p> <p>Reasons for discharge may include:</p> <ul style="list-style-type: none"> • Residential placement • Transferred to adult services, other provider, other area • Service is no longer required or meeting needs • Deceased <p>Include:</p> <ul style="list-style-type: none"> • People with an intellectual disability and/or autism formally discharged from home support services in this quarter <p>Exclude:</p> <ul style="list-style-type: none"> • People discharged from Home Support services funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People in receipt of or awaiting commencement of a Home Support service who have not been discharged • People receiving a PA service • Children receiving support for pre-school places as these are not a Home Support service • People with a physical and sensory disability. <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example # 1: Jenny received home support service in Q1 and Q2 in Waterford. She was formally discharged at end of Q2 as she moved to Donegal. Jenny is returned by Waterford under this KPI in Q2. She is also returned by Waterford for Q2 under "No. of Existing Persons in receipt of Home Support" and by Donegal under "No. of new referrals received" for the quarter in which they receive her new referral</p> <p>Example # 2 Susan has been receiving Home Support service over years. She was admitted to hospital in Q1 and it is unclear at end of quarter whether she will be returning home and to Home Support services or to residential and so returned under this KPI. Each person's case needs to be reviewed individually to determine when formal discharge from Home Support is appropriate. If a person is discharged from Home Support and returned under this KPI, should they later return home/ to Home Support service, return them under "No. new referrals accepted" and "No. new persons commenced" in relevant quarter</p> <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of adults & children with an intellectual disability and/or autism formally discharged from home support services as funded by HSE Disability Services.

	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 Operational Plan National target/expected activity 2016: 207 Target per CHO: CHO 1 = 29, CHO 2 = 5, CHO 3 = 38, CHO 4 = 15, CHO 5 = 33, CHO 6 = 14, CHO 7 = 18, CHO 8 = 34, CHO 9 = 21.
5	KPI Calculation	Count all adults and children with an intellectual disability and/or autism discharged from home support services in this quarter. All discharges only to be counted once i.e. in the quarter which their referral is received. Adults and children are counted separately. This is a cumulative KPI, i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and/or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 45) Disability: Home Support Service (ID Clients)

1	KPI Title	Total no. of people with intellectual disability and/or autism <u>in receipt</u> of a Home Support Service
2	KPI Description DIS 45	<p>Total number of people with an intellectual disability and/or autism <u>in receipt</u> of a home support service, <u>in this quarter</u> up to and including the last day of the quarter.</p> <p>Include:</p> <ul style="list-style-type: none"> • People with an intellectual disability and/or autism in receipt of a home support service in this quarter including those who commenced a home support service and those who continued a home support service even if they were formally discharged in this quarter <p>Exclude:</p> <ul style="list-style-type: none"> • People who accessed Home Support services funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People who did not receive Home Support services during this quarter but did in previous quarter(s) who have not been formally discharged • Children receiving support for pre-school places as these are not a Home Support service • People receiving a PA Service • People with a physical and sensory disability <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example # 1: John received a home support service in Q3, continuing from a previous quarter. Mary commenced a home support service in Q3. Both John and Mary are returned in Q3. John is also returned under "No of existing people in receipt of PA services" in Q3 and Mary is also returned under 'No. of new people commenced' in Q3</p> <p>Example # 2: Martin received 10 home support hours per week from Agency A. He was assessed as having an increased need and now receives 5 additional home support hours from Agency B. Martin is returned by each agency as 1 person. It is acknowledged that this is a "double count" but until a system of unique identification is established, both agencies must return what they are providing/funded by the HSE under this KPI.</p> <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of adults & children with an intellectual disability and/or autism in receipt of a home support service as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan National target/expected activity 2016: 4339</p> <p>Target per CHO: CHO 1 = 574, CHO 2 = 324, CHO 3 = 654, CHO 4 = 369, CHO 5 = 527, CHO 6 = 269, CHO 7 = 586, CHO 8 = 653, CHO 9 = 443.</p>

5	KPI Calculation	Count the total number of people with an intellectual disability and/or autism in receipt of a home support service in this quarter, including all new, existing and discharged clients. Discharged clients are included if they received a service in the quarter. "New People commenced" + "Existing People" + "Discharged People" = "Total People" Adults and children are counted separately This is a point in time KPI calculation i.e. do not add the quarterly returns together. For year end annual outturn, the Q4 issued e.g. Q1:242, Q2:218, Q3:197, Q4:222, therefore the total number in receipt of a home support service for the year is 222
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and/or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 46) Disability: Home Support Service (ID Clients)

1	KPI Title	No. of Home Support Service <u>Hours</u> delivered to people with intellectual disability and/or autism
2	KPI Description DIS 46	<p>Total number of home support service <u>hours</u> delivered to people with an intellectual disability and/or autism, <u>in the quarter</u> up to and including the last day of the quarter.</p> <p>Include:</p> <ul style="list-style-type: none"> Hours delivered to people with an ID and / or autism in this quarter including those who commenced a HS service and those who continued a HS service , even if they were discharged in this quarter <p>Exclude:</p> <ul style="list-style-type: none"> Hours funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme Hours provided in previous quarter(s) but not provided in this quarter Hours provided to support children accessing pre-school places as these are not a Home Support service Hours provided in PA service Hours provided for people with a physical and sensory disability <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example # 1: Paul and Carl are brothers with an intellectual disability. For health and safety reasons, two Home Support workers provide service at their home for 4 hours each worker 3 days a week. No. of hours returned under this KPI in this quarter is 4 hours x 2 Home Support Workers x 3 days x 13 weeks = 312 (presuming 13 weeks in the quarter) i.e. count the number of paid hours</p> <p>Example # 2: Fay and Alice are sisters with autism. 1 Home Support worker provides a service at their home 2 days per week for 3 hours each time. No. of hours returned under this KPI in this quarter is 3 hours x 2 days x 13 weeks = 78 hours (presuming 13 weeks in the quarter) i.e. count the number of paid hours</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of home support service hours delivered to adults & children with an intellectual disability and/or autism as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan target/expected activity 2016: 1,084,224</p> <p>Target per CHO: CHO 1 = 186,917, CHO 2 = 89,073, CHO 3 = 87,190, CHO 4 = 66,762, CHO 5 = 123,826, CHO 6 = 62,475, CHO 7 = 161,732, CHO 8 = 240,897, CHO 9 = 65,352.</p>

5	KPI Calculation	Count the total number of home support hours delivered to people with an intellectual disability and/or autism (as per "KPI description" above) up to and including the last day of the quarter. Adults and children are counted separately. This is a cumulative KPI, i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and/or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 47a) Disability: Home Support Service (ID Clients)

1	KPI Title	No. of people with intellectual disability and/or autism in receipt of from 1 - 5 Home Support hours <u>in the last week of the biannual reporting period i.e. last week of June and December</u>
2	KPI Description DIS 47a	<p>Total number of people with an intellectual disability and/or autism, in receipt of 1 - 5 Home Support hours <u>in the last week of the reporting period i.e. last week of June and last week of December.</u></p> <p>Include:</p> <ul style="list-style-type: none"> • People in receipt of a Home Support service in the last week of June or December (biannual reporting period), including those who commenced a service and those who continued a service, even if they were discharged after receiving a service in the last week of June or December. <p>Exclude:</p> <ul style="list-style-type: none"> • People who accessed Home Support services funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People who did not receive Home Support services during the final week of June/December but did previously and who have not been formally discharged • Children receiving support for pre-school places as these are not a Home Support service • People who received a PA Service • People with a physical and sensory disability <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example: Mary was in receipt of 5 hours Home Support Service per week during Q3. However, Mary only received 12 hours in the <u>final</u> week of December, the biannual reporting period. Therefore Mary is returned under band 11 - 20 hours Home Support Service</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of people with an ID and or autism in receipt of 1 - 5 home support hours as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan National target/expected activity 2016: 1,889</p> <p>Target per CHO: CHO 1 = 196, CHO 2 = 143, CHO 3 = 248, CHO 4 = 196, CHO 5 = 116, CHO 6 = 167, CHO 7 = 237, CHO 8 = 312, CHO 9 = 274.</p>

5	KPI Calculation	Count the total number of people with an intellectual disability and/or autism in receipt of 1 - 5 home support service per week (as per "KPI description" above) in the last week of the reporting period i.e. last week of June or last week of December. Adults and children are counted separately. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g. Q2: 418, Q4: 422, the outturn for the year end is 422.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and /or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 47b) Disability: Home Support Service (ID Clients)

1	KPI Title	No. of people with intellectual disability and/or autism in receipt of from 6 - 10 Home Support hours in the last week of the biannual reporting period i.e. last week of June and December
2	KPI Description DIS 47b	<p>Total number of people with an intellectual disability and/or autism, in receipt of 6 - 10 Home Support hours <u>in the last week of the reporting period i.e. last week of June and last week of December.</u></p> <p>Include:</p> <ul style="list-style-type: none"> • People in receipt of a Home Support service in the last week of June or December (biannual reporting period), including those who commenced a service and those who continued a service, even if they were discharged after receiving a service in the last week of June or December. <p>Exclude:</p> <ul style="list-style-type: none"> • People who accessed Home Support services funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People who did not receive Home Support services during the final week of June/December but did previously and who have not been formally discharged • Children receiving support for pre-school places as these are not a Home Support service • People who received a PA Service • People with a physical and sensory disability <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example: Mary was in receipt of 5 hours Home Support Service per week during Q3. However, Mary only received 12 hours in the <u>final</u> week of December, the biannual reporting period. Therefore Mary is returned under band 11 - 20 hours Home Support Service</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of people with an ID and or autism in receipt of 6 - 10 home support hours as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan National target/expected activity 2016: 617</p> <p>Target per CHO: CHO 1 = 55, CHO 2 = 53, CHO 3 = 49, CHO 4 = 90, CHO 5 = 54, CHO 6 = 71, CHO 7 = 109, CHO 8 = 95, CHO 9 = 41.</p>

5	KPI Calculation	Count the total number of people with an intellectual disability and/or autism in receipt of 6 - 10 hours home support service per week (as per "KPI description" above) in the last week of the reporting period i.e. last week of June or last week of December. Adults and children are counted separately. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g. Q2: 418, Q4: 422, the outturn for the year end is 422.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and /or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 47c) Disability: Home Support Service (ID Clients)

1	KPI Title	No. of people with intellectual disability and/or autism in receipt of from 11 - 20 Home Support hours <u>in the last week of the biannual reporting period i.e. last week of June and December</u>
2	KPI Description DIS 47c	<p>Total number of people with an intellectual disability and/or autism, in receipt of 11 - 20 Home Support hours <u>in the last week of the reporting period i.e. last week of June and last week of December.</u></p> <p>Include:</p> <ul style="list-style-type: none"> • People in receipt of a Home Support service in the last week of June or December (biannual reporting period), including those who commenced a service and those who continued a service, even if they were discharged after receiving a service in the last week of June or December. <p>Exclude:</p> <ul style="list-style-type: none"> • People who accessed Home Support services funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People who did not receive Home Support services during the final week of June/December but did previously and who have not been formally discharged • Children receiving support for pre-school places as these are not a Home Support service • People who received a PA Service • People with a physical and sensory disability <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example: Mary was in receipt of 5 hours Home Support Service per week during Q3. However, Mary only received 12 hours in the <u>final</u> week of December, the biannual reporting period. Therefore Mary is returned under band 11 - 20 hours Home Support Service</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of people with an ID and or autism in receipt of 11 - 20 home support hours as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan National target/expected activity 2016: 318</p> <p>Target per CHO: CHO 1 = 14, CHO 2 = 9, CHO 3 = 12, CHO 4 = 32, CHO 5 = 109, CHO 6 = 23, CHO 7 = 46, CHO 8 = 58, CHO 9 = 15.</p>

5	KPI Calculation	Count the total number of people with an intellectual disability and/or autism in receipt of 11 - 20 hours home support service per week (as per "KPI description" above) in the last week of the reporting period i.e. last week of June or last week of December. Adults and children are counted separately. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g. Q2: 418, Q4: 422, the outturn for the year end is 422.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and /or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 47d) Disability: Home Support Service (ID Clients)

1	KPI Title	No. of people with intellectual disability and/or autism in receipt of from 21 - 40 Home Support hours in the last week of the biannual reporting period i.e. last week of June and December
2	KPI Description DIS 47d	<p>Total number of people with an intellectual disability and/or autism, in receipt of 21 - 40 Home Support hours in the last week of the reporting period i.e. last week of June and last week of December.</p> <p>Include:</p> <ul style="list-style-type: none"> • People in receipt of a Home Support service in the last week of June or December (biannual reporting period), including those who commenced a service and those who continued a service, even if they were discharged after receiving a service in the last week of June or December. <p>Exclude:</p> <ul style="list-style-type: none"> • People who accessed Home Support services funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People who did not receive Home Support services during the final week of June/December but did previously and who have not been formally discharged • Children receiving support for pre-school places as these are not a Home Support service • People who received a PA Service • People with a physical and sensory disability <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example: Mary was in receipt of 5 hours Home Support Service per week during Q3. However, Mary only received 12 hours in the final week of December, the biannual reporting period. Therefore Mary is returned under band 11 - 20 hours Home Support Service</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of people with an ID and or autism in receipt of 21 - 40 home support hours as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>
4	KPI Target	<p>2016 Operational Plan National target/expected activity 2016: 155</p> <p>Target per CHO: CHO 1 = 5, CHO 2 = 7, CHO 3 = 5, CHO 4 = 24, CHO 5 = 30, CHO 6 = 1, CHO 7 = 24, CHO 8 = 53, CHO 9 = 6.</p>

5	KPI Calculation	Count the total number of people with an intellectual disability and/or autism in receipt of 21 - 40 hours home support service per week (as per "KPI description" above) in the last week of the reporting period i.e. last week of June or last week of December. Adults and children are counted separately. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g. Q2: 418, Q4: 422, the outturn for the year end is 422.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and /or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 47e) Disability: Home Support Service (ID Clients)

1	KPI Title	No. of people with intellectual disability and/or autism in receipt of from 41 - 60 Home Support hours in the last week of the biannual reporting period i.e. last week of June and December
2	KPI Description DIS 47e	<p>Total number of people with an intellectual disability and/or autism, in receipt of 41 - 60 Home Support hours <u>in the last week</u> of the reporting period i.e. last week of June and last week of December.</p> <p>Include:</p> <ul style="list-style-type: none"> • People in receipt of a Home Support service in the last week of June or December (biannual reporting period), including those who commenced a service and those who continued a service, even if they were discharged after receiving a service in the last week of June or December. <p>Exclude:</p> <ul style="list-style-type: none"> • People who accessed Home Support services funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People who did not receive Home Support services during the final week of June/December but did previously and who have not been formally discharged • Children receiving support for pre-school places as these are not a Home Support service • People who received a PA Service • People with a physical and sensory disability <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example: Mary was in receipt of 5 hours Home Support Service per week during Q3. However, Mary only received 12 hours in the <u>final</u> week of December, the biannual reporting period. Therefore Mary is returned under band 11 - 20 hours Home Support Service</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of people with an ID and or autism in receipt of 41 - 60 home support hours as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan National target/expected activity 2016: 22</p> <p>Target per CHO: CHO 1 = 1, CHO 2 = 0, CHO 3 = 0, CHO 4 = 0, CHO 5 =2, CHO 6 = 0, CHO 7 = 3, CHO 8 = 16, CHO 9 = 0.</p>

5	KPI Calculation	Count the total number of people with an intellectual disability and/or autism in receipt of 41 - 60 hours home support service per week (as per "KPI description" above) in the last week of the reporting period i.e. last week of June or last week of December. Adults and children are counted separately. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g. Q2: 418, Q4: 422, the outturn for the year end is 422.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and /or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 47f) Disability: Home Support Service (ID Clients)

1	KPI Title	No. of people with intellectual disability and/or autism in receipt of from 60+ Home Support hours <u>in the last week of the biannual reporting period i.e. last week of June and December</u>
2	KPI Description DIS 47f	<p>Total number of people with an intellectual disability and/or autism, in receipt of 60+ Home Support hours <u>in the last week of the reporting period i.e. last week of June and last week of December.</u></p> <p>Include:</p> <ul style="list-style-type: none"> • People in receipt of a Home Support service in the last week of June or December (biannual reporting period), including those who commenced a service and those who continued a service, even if they were discharged after receiving a service in the last week of June or December. <p>Exclude:</p> <ul style="list-style-type: none"> • People who accessed Home Support services funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People who did not receive Home Support services during the final week of June/December but did previously and who have not been formally discharged • Children receiving support for pre-school places as these are not a Home Support service • People who received a PA Service • People with a physical and sensory disability <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example: Mary was in receipt of 5 hours Home Support Service per week during Q3. However, Mary only received 12 hours in the <u>final</u> week of December, the biannual reporting period. Therefore Mary is returned under band 11 - 20 hours Home Support Service</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of people with an ID and or autism in receipt of 60+ home support hours as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan National target/expected activity 2016: 60</p> <p>Target per CHO: CHO 1 = 19, CHO 2 = 1, CHO 3 = 0, CHO 4 = 1, CHO 5 =3, CHO 6 = 3, CHO 7 = 4, CHO 8 = 29, CHO 9 = 0.</p>

5	KPI Calculation	Count the total number of people with an intellectual disability and/or autism in receipt of 60+ hours home support service per week (as per "KPI description" above) in the last week of the reporting period i.e. last week of June or last week of December. Adults and children are counted separately. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g. Q2: 418, Q4: 422, the outturn for the year end is 422.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with an intellectual disability and /or autism
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 48) Disability: Home Support Service (PSD Clients)

1	KPI Title	No. of new referrals accepted for people with a physical and/or sensory disability for Home Support Services
2	KPI Description DIS 48	<p>Total number of new referrals accepted for home support services for people with a physical and/or sensory disability, in this quarter up to and including the last day of the quarter.</p> <p>Definition: New referral accepted as appropriate and approved in this quarter.</p> <p>Include:</p> <ul style="list-style-type: none"> • All accepted referrals for a Home Support service for people with a physical and/or sensory disability <p>Exclude:</p> <ul style="list-style-type: none"> • Referrals for Home Support funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme. • Referrals for people with a physical and/or sensory disability already in receipt of a Home Support service i.e. who have not been discharged even if that service is less than they were assessed for. • Referrals received in previous quarters. New referrals are only counted once i.e. in the quarter they are received and accepted. This is a new KPI for 2015 therefore, the count commences from 1 Jan 2015 • Referrals for people with a physical and/or sensory disability who declined the Home Support service offered • Referrals for children requiring support for pre-school places as this is not a Home Support service • Referrals for people with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support. • Referrals received for a PA Service • Referrals for people with an intellectual disability and/or autism. <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example # 1 Vera's new referral was received and accepted in Q2. She received a home support service in the past but was formally discharged. She is returned under this KPI only for the quarter in which her referral was accepted i.e. Q2.</p> <p>Example # 2 Frank's new referral was received and accepted in Q1. He did not commence service until Q3. He is returned under this KPI only once i.e. the quarter in which his referral was accepted, Q1. He will be returned in Q3 only under " New Person Commenced" (KPI 43)</p> <p>Definitions:</p> <p>Home Support provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of new referrals accepted for adults & children with a physical and/or sensory disability for home support services as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>

4	KPI Target	2016 Operational Plan National target/expected activity 2016: 647 Target per CHO: CHO 1 = 46, CHO 2 = 99, CHO 3 = 19, CHO 4 = 80, CHO 5 = 36, CHO 6 = 69, CHO 7 = 29, CHO 8 = 167, CHO 9 = 102.
5	KPI Calculation	Count all new referrals accepted in this quarter. All new referrals accepted are only counted once i.e. in the quarter which their referral is received. Adults and children are counted separately. This is a cumulative KPI, i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 49) Disability: Home Support Service (PSD Clients)

1	KPI Title	No. of new people with a physical and/or sensory disability who <u>commenced</u> a Home Support Service
2	KPI Description DIS 49	<p>Total number of new people with a physical and/or sensory disability, who <u>commenced</u> a home support service <u>in this quarter</u> up to and including the last day of the quarter.</p> <p>Include:</p> <ul style="list-style-type: none"> • All new people who commenced a Home Support service in this quarter. <p>Exclude:</p> <ul style="list-style-type: none"> • People with a physical and/or sensory disability who commenced Home Support service funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People with a physical and/or sensory disability already in receipt of a Home Support service who have not been discharged even if that service is less than they were assessed for. They are returned under "No. of existing Persons in receipt of Home Support" (KPI 44) in subsequent quarters that they access Home Support • Children receiving support for pre-school places as this is not a Home Support service • People with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support • People who commenced a PA Service • People with an intellectual disability and/or autism. <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford, funded by Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example 1: Billy's new referral was received and accepted in Q2 and he commenced a home support service in Q3. He received a home support service in the past but was formally discharged. Billy is returned under this KPI only for the quarter in which he commenced home support services i.e. Q3. He is also returned under "New referral received and accepted" (KPI 42) only in the quarter which his referrals was received and accepted, Q2</p> <p>Example 2: Nora's new referral was received and accepted in Q3 and she commenced home support service in Q3. She is returned under this KPI only for the quarter in which she commenced the home support service, i.e. Q3. She is also returned in Q3 under "New referral received and accepted" (KPI 42).</p> <p>Definitions:</p> <p>Home Support provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of new people with a physical and/or sensory disability who commenced a home support service as funded by HSE Disability Services in this quarter
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan National target/expected activity 2016: 566</p> <p>Target per CHO: CHO 1 = 46, CHO 2 = 89, CHO 3 = 35, CHO 4 = 58, CHO 5 = 28, CHO 6 = 52, CHO 7 = 32, CHO 8 = 39, CHO 9 = 187.</p>

5	KPI Calculation	Count the number of new adults and children with a physical and/or sensory disability who commenced a home support service in this quarter. New adults and children commencing a home support service are only counted once i.e. in the quarter which their service commenced. Adults and children are counted separately. This is a cumulative KPI, i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 50) Disability: Home Support Service (PSD Clients)

1	KPI Title	No. of existing people with a physical and/or sensory disability in receipt of Home Support Services
2	KPI Description DIS 50	<p>Total number of people with a physical and/or sensory disability who continued home support services, in this quarter who have not been discharged in a previous quarter, up to and including the last day of the quarter.</p> <p>Include:</p> <ul style="list-style-type: none"> • People with a physical and/or sensory disability who continued a home support service in this quarter from any previous quarter who have not been formally discharged • In Q1, people with a physical and/or sensory disability who continue to receive a Home Support service from any previous quarter <p>Exclude:</p> <ul style="list-style-type: none"> • People with an a physical and/or sensory disability who commenced Home Support service funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People with a physical and/or sensory disability who commenced Home Support service in this quarter- they are returned only under "New people commenced" (KPI 36) • People who did not receive Home Support services during this quarter but did in previous quarter(s) who have not been formally discharged • Children receiving support for pre-school places as these are not a Home Support service • People with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support • People who received a PA Service • People with an intellectual disability and/or autism. <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example # 1: John received home support service in Q1, Q3 and Q3. John is to be returned under this KPI in Q1, Q2 and Q3</p> <p>Example # 2: Christina received home support service in Q2 and in Q4 and not in Q3 due to hospitalisation and had not been discharged from Home Support service. Christine is returned under this KPI in Q2 and Q4, not in Q3</p> <p>Example # 3: Liam received Home Support services in Q1 and was discharged during this quarter due to moving outside of the Area. He is returned under this KPI in Q1. He is also returned under "No. of people discharged" in Q1.</p> <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of adults & children with a physical and/or sensory disability who continue to receive a home support service as funded by HSE Disability Services.

	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 Operational Plan National target/expected activity 2016: 2569 Target per CHO: CHO 1 = 277, CHO 2 = 174, CHO 3 = 111, CHO 4 = 334, CHO 5 = 210, CHO 6 = 291, CHO 7 = 288, CHO 8 = 202, CHO 9 = 682.
5	KPI Calculation	Count the total number of people with a physical and/or sensory disability continuing to receive a home support service in this quarter who had not been discharged in a previous quarter. Adults and children are counted separately. This is a point in time KPI calculation i.e. do not add the quarterly returns together. For year end outturn, use Q4 outturn e.g. Q1:242, Q2:218, Q3:197, Q4:222, total number continuing home support at year end is 222.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 51) Disability: Home Support Service (PSD Clients)

1	KPI Title	No. people with a physical and/or sensory disability formally discharged from Home Support Services
2	KPI Description DIS 51	<p>Total number of people with a physical and/or sensory disability, formally discharged from home support services in this quarter up to and including the last day of the quarter.</p> <p>Reasons for discharge may include:</p> <ul style="list-style-type: none"> • Residential placement • Transferred to adult services, other provider, other area • Service is no longer required or meeting needs • Deceased <p>Include:</p> <ul style="list-style-type: none"> • People with a physical and/or sensory disability formally discharged from home support services in this quarter <p>Exclude:</p> <ul style="list-style-type: none"> • People discharged from Home Support services funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People in receipt of or awaiting commencement of a Home Support service who have not been discharged • Children receiving support for pre-school places as these are not a Home Support service • People with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support • People receiving a PA service • People with an intellectual disability and/or autism. <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example # 1: Jenny received home support service in Q1 and Q2 in Waterford. She was formally discharged at end of Q2 as she moved to Donegal. Jenny is returned by Waterford under this KPI in Q2. She is also returned by Waterford for Q2 under "No. of Existing Persons in receipt of Home Support" and by Donegal under "No. of new referrals received" for the quarter in which they receive her new referral</p> <p>Example # 2 Susan has been receiving Home Support service over years. She was admitted to hospital in Q1 and it is unclear at end of quarter whether she will be returning home and to Home Support services or to residential and so returned under this KPI. Each person's case needs to be reviewed individually to determine when formal discharge from Home Support is appropriate. If a person is discharged from Home Support and returned under this KPI, should they later return home/ to Home Support service, return them under "No. new referrals accepted" and "No. new persons commenced" in relevant quarter</p> <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of adults & children with a physical and/or sensory disability formally discharged from home support services as funded by HSE Disability Services.

	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 Operational Plan National target/expected activity 2016: 259 Target per CHO: CHO 1 = 32, CHO 2 = 40, CHO 3 = 12, CHO 4 = 38, CHO 5 = 16, CHO 6 = 17, CHO 7 = 9, CHO 8 = 26, CHO 9 = 69.
5	KPI Calculation	Count all adults and children with a physical and/or sensory disability discharged from home support services in this quarter. All discharges only to be counted once i.e. in the quarter which their referral is received. Adults and children are counted separately. This is a cumulative KPI, i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 52) Disability: Home Support Service (PSD Clients)

1	KPI Title	Total no. of people with a physical and/or sensory disability <u>in receipt</u> of a Home Support Service
2	KPI Description DIS 52	<p>Total number of people with a physical and/or sensory disability <u>in receipt</u> of a home support service, <u>in this quarter</u> up to and including the last day of the quarter.</p> <p>Include:</p> <ul style="list-style-type: none"> • People with a physical and/or sensory disability in receipt of a home support service in this quarter including those who commenced a home support service and those who continued a home support service even if they were formally discharged in this quarter <p>Exclude:</p> <ul style="list-style-type: none"> • People who accessed Home Support services funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People who did not receive Home Support services during this quarter but did in previous quarter(s) who have not been formally discharged • Children receiving support for pre-school places as these are not a Home Support service • People with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support • People receiving a PA Service • People with an intellectual disability and/or autism <hr/> <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example # 1: John received a home support service in Q3, continuing from a previous quarter. Mary commenced a home support service in Q3. Both John and Mary are returned in Q3. John is also returned under "No of existing people in receipt of PA services" in Q3 and Mary is also returned under 'No. of new people commenced' in Q3</p> <p>Example # 2: Martin received 10 home support hours per week from Agency A. He was assessed as having an increased need and now receives 5 additional home support hours from Agency B. Martin is returned by each agency as 1 person. It is acknowledged that this is a "double count" but until a system of unique identification is established, both agencies must return what they are providing/funded by the HSE under this KPI.</p> <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <hr/> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of adults & children with a physical and/or sensory disability in receipt of a home support service as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>

4	KPI Target	2016 Operational Plan National Target: 2,913 Target per CHO: CHO 1 = 282, CHO 2 = 258, CHO 3 = 275, CHO 4 = 357, CHO 5 = 175, CHO 6 = 290, CHO 7 = 302, CHO 8 = 354, CHO 9 = 620.
5	KPI Calculation	Count the total number of people with a physical and/or sensory disability in receipt of a home support service in this quarter, including all new, existing and discharged clients. Discharged clients are included if they received a service in the quarter. "New People commenced" + "Existing People" + "Discharged People" = "Total People" Adults and children are counted separately This is a point in time KPI calculation i.e. do not add the quarterly returns together. For year end annual outturn, the Q4 issued e.g. Q1:242, Q2:218, Q3:197, Q4:222, therefore the total number in receipt of a home support service for the year is 222
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be monitored <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter.
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 53) Disability: Home Support Service (PSD Clients)

1	KPI Title	Total No. of Home Support Service <u>Hours</u> delivered to people with a physical and/or sensory disability
2	KPI Description DIS 53	<p>Total number of home support service <u>hours</u> delivered to people with a physical and/or sensory disability, <u>in the quarter</u> up to and including the last day of the quarter.</p> <p>Include:</p> <ul style="list-style-type: none"> • Hours delivered to people with a physical and/or sensory disability in this quarter including those who commenced a HS service and those who continued a HS service, even if they were discharged in this quarter <p>Exclude:</p> <ul style="list-style-type: none"> • Hours funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • Hours provided in previous quarter(s) but not provided in this quarter • Hours provided to support children accessing pre-school places as these are not a Home Support service • Hours provided for people with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support • Hours provided in PA service • Hours provided for people with an intellectual disability and/or autism. <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example # 1: Paul and Carl are brothers with an intellectual disability. For health and safety reasons, two Home Support workers provide service at their home for 4 hours each worker 3 days a week. No. of hours returned under this KPI in this quarter is 4 hours x 2 Home Support Workers x 3 days x 13 weeks = 312 (presuming 13 weeks in the quarter) i.e. count the number of paid hours</p> <p>Example # 2: Fay and Alice are sisters with autism. 1 Home Support worker provides a service at their home 2 days per week for 3 hours each time. No. of hours returned under this KPI in this quarter is 3 hours x 2 days x 13 weeks = 78 hours (presuming 13 weeks in the quarter) i.e. count the number of paid hours</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of home support service hours delivered to adults & children with a physical and/or sensory disability as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>

4	KPI Target	2016 Operational Plan National Target: 1,512,776 Target per CHO: CHO 1 = 149,688, CHO 2 = 92,888, CHO 3 = 53,089, CHO 4 = 122,050, CHO 5 = 86,762, CHO 6 = 240,752, CHO 7 = 215,026, CHO 8 = 191,962, CHO 9 = 362,559.
5	KPI Calculation	Count the total number of home support hours delivered to people with a physical and/or sensory disability (as per "KPI description" above) up to and including the last day of the quarter. Adults and children are counted separately. This is a cumulative KPI, i.e. at year end, each Area's four quarterly outturns will be added together to obtain the total end of year outturn for that Area in that year.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 54a) Disability: Home Support Service (PSD Clients)

1	KPI Title	No. of people with a physical and/or sensory disability in receipt of from 1 - 5 Home Support hours <u>in the last week of the biannual reporting period i.e. last week of June and December</u>
2	KPI Description DIS 54a	<p>Total number of people with a physical and/or sensory disability, in receipt of 1 - 5 Home Support hours <u>in the last week of the reporting period i.e. last week of June and last week of December.</u></p> <p>Include:</p> <ul style="list-style-type: none"> • People in receipt of a Home Support service in the last week of June or December (biannual reporting period), including those who commenced a service and those who continued a service, even if they were discharged after receiving a service in the last week of June or December. <p>Exclude:</p> <ul style="list-style-type: none"> • People who accessed Home Support services funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People who did not receive Home Support services during the final week of June/December but did previously and who have not been formally discharged • Children receiving support for pre-school places as these are not a Home Support service • People with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support • People who received a PA Service • People with an intellectual disability and/or autism. <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example: Mary was in receipt of 5 hours Home Support Service per week during Q3. However, Mary only received 12 hours in the <u>final</u> week of December, the biannual reporting period. Therefore Mary is returned under band 11 - 20 hours Home Support Service</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of people with a physical and/or sensory disability in receipt of 1 - 5 home support hours as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan National Target/Expected activity: 1,251</p> <p>Target per CHO: CHO 1 = 105, CHO 2 = 137, CHO 3 = 91, CHO 4 = 217, CHO 5 = 84, CHO 6 = 112, CHO 7 = 123, CHO 8 = 146, CHO 9 = 236.</p>

5	KPI Calculation	Count the total number of people with a physical and/or sensory disability in receipt of 1 - 5 hours home support service per week (as per "KPI description" above) in the last week of the reporting period i.e. last week of June or last week of December. Adults and children are counted separately. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g. Q2: 418, Q4: 422, the outturn for the year end is 422.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 54b) Disability: Home Support Service (PSD Clients)

1	KPI Title	No. of people with a physical and/or sensory disability in receipt of from 6 - 10 Home Support hours in the last week of the biannual reporting period i.e. last week of June and December
2	KPI Description DIS 54b	<p>Total number of people with a physical and/or sensory disability, in receipt of 6 - 10 Home Support hours in the last week of the reporting period i.e. last week of June and last week of December.</p> <p>Include:</p> <ul style="list-style-type: none"> • People in receipt of a Home Support service in the last week of June or December (biannual reporting period), including those who commenced a service and those who continued a service, even if they were discharged after receiving a service in the last week of June or December. <p>Exclude:</p> <ul style="list-style-type: none"> • People who accessed Home Support services funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People who did not receive Home Support services during the final week of June/December but did previously and who have not been formally discharged • Children receiving support for pre-school places as these are not a Home Support service • People with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support • People who received a PA Service • People with an intellectual disability and/or autism. <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example: Mary was in receipt of 5 hours Home Support Service per week during Q3. However, Mary only received 12 hours in the final week of December, the biannual reporting period. Therefore Mary is returned under band 11 - 20 hours Home Support Service</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of people with a physical and/or sensory disability in receipt of 6 - 10 home support hours as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan National Target/expected activity: 580</p> <p>Target per CHO: CHO 1 = 39, CHO 2 = 33, CHO 3 = 16, CHO 4 = 84, CHO 5 = 45, CHO 6 = 70, CHO 7 = 49, CHO 8 = 74, CHO 9 = 170.</p>

5	KPI Calculation	Count the total number of people with a physical and/or sensory disability in receipt of 6 - 10 hours home support service per week (as per "KPI description" above) in the last week of the reporting period i.e. last week of June or last week of December. Adults and children are counted separately. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g. Q2: 418, Q4: 422, the outturn for the year end is 422.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 54c) Disability: Home Support Service (PSD Clients)

1	KPI Title	No. of people with a physical and/or sensory disability in receipt of from 11 - 20 Home Support hours in the last week of the biannual reporting period i.e. last week of June and December
2	KPI Description DIS 54c	<p>Total number of people with a physical and/or sensory disability, in receipt of 11 - 20 Home Support hours in the last week of the reporting period i.e. last week of June and last week of December.</p> <p>Include:</p> <ul style="list-style-type: none"> • People in receipt of a Home Support service in the last week of June or December (biannual reporting period), including those who commenced a service and those who continued a service, even if they were discharged after receiving a service in the last week of June or December. <p>Exclude:</p> <ul style="list-style-type: none"> • People who accessed Home Support services funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People who did not receive Home Support services during the final week of June/December but did previously and who have not been formally discharged • Children receiving support for pre-school places as these are not a Home Support service • People with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support • People who received a PA Service • People with an intellectual disability and/or autism. <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example: Mary was in receipt of 5 hours Home Support Service per week during Q3. However, Mary only received 12 hours in the final week of December, the biannual reporting period. Therefore Mary is returned under band 11 - 20 hours Home Support Service</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of people with a physical and/or sensory disability in receipt of 11 - 20 home support hours as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan National Target/expected activity: 435</p> <p>Target per CHO: CHO 1 = 32, CHO 2 = 15, CHO 3 = 11, CHO 4 = 63, CHO 5 = 34, CHO 6 = 46, CHO 7 = 63, CHO 8 = 51, CHO 9 = 120.</p>

5	KPI Calculation	Count the total number of people with a physical and/or sensory disability in receipt of 11 - 20 hours home support service per week (as per "KPI description" above) in the last week of the reporting period i.e. last week of June or last week of December. Adults and children are counted separately. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g. Q2: 418, Q4: 422, the outturn for the year end is 422.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 54d) Disability: Home Support Service (PSD Clients)

1	KPI Title	No. of people with a physical and/or sensory disability in receipt of from 21 - 40 Home Support hours <u>in the last week of the biannual reporting period i.e. last week of June and December</u>
2	KPI Description DIS 54d	<p>Total number of people with a physical and/or sensory disability, in receipt of 21 - 40 Home Support hours <u>in the last week of the reporting period i.e. last week of June and last week of December.</u></p> <p>Include:</p> <ul style="list-style-type: none"> • People in receipt of a Home Support service in the last week of June or December (biannual reporting period), including those who commenced a service and those who continued a service, even if they were discharged after receiving a service in the last week of June or December. <p>Exclude:</p> <ul style="list-style-type: none"> • People who accessed Home Support services funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People who did not receive Home Support services during the final week of June/December but did previously and who have not been formally discharged • Children receiving support for pre-school places as these are not a Home Support service • People with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support • People who received a PA Service • People with an intellectual disability and/or autism. <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example: Mary was in receipt of 5 hours Home Support Service per week during Q3. However, Mary only received 12 hours in the <u>final</u> week of December, the biannual reporting period. Therefore Mary is returned under band 11 - 20 hours Home Support Service</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of people with a physical and/or sensory disability in receipt of 21 - 40 home support hours as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan National Target/expected activity: 275</p> <p>Target per CHO: CHO 1 = 27, CHO 2 = 4, CHO 3 = 4, CHO 4 = 14, CHO 5 = 13, CHO 6 = 44, CHO 7 = 30, CHO 8 = 28, CHO 9 = 83.</p>

5	KPI Calculation	Count the total number of people with a physical and/or sensory disability in receipt of 21 - 40 hours home support service per week (as per "KPI description" above) in the last week of the reporting period i.e. last week of June or last week of December. Adults and children are counted separately. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g.Q2: 418, Q4: 422, the outturn for the year end is 422.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 54e) Disability: Home Support Service (PSD Clients)

1	KPI Title	No. of people with a physical and/or sensory disability in receipt of from 41 - 60 Home Support hours 60+ Home Support hours <u>in the last week of the biannual reporting period i.e. last week of June and December</u>
2	KPI Description DIS 54e	<p>Total number of people with a physical and/or sensory disability, in receipt of 41 - 60 Home Support hours <u>in the last week</u> of the reporting period i.e. last week of June and last week of December.</p> <p>Include:</p> <ul style="list-style-type: none"> • People in receipt of a Home Support service in the last week of June or December (biannual reporting period), including those who commenced a service and those who continued a service, even if they were discharged after receiving a service in the last week of June or December. <p>Exclude:</p> <ul style="list-style-type: none"> • People who accessed Home Support services funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People who did not receive Home Support services during the final week of June/December but did previously and who have not been formally discharged • Children receiving support for pre-school places as these are not a Home Support service • People with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support • People who received a PA Service • People with an intellectual disability and/or autism. <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example: Mary was in receipt of 5 hours Home Support Service per week during Q3. However, Mary only received 12 hours in the <u>final</u> week of December, the biannual reporting period. Therefore Mary is returned under band 11 - 20 hours Home Support Service</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of people with a physical and/or sensory disability in receipt of 41 - 60 home support hours as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p> <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management </p>
4	KPI Target	<p>2016 Operational Plan National Target/expected activity: 75</p> <p>Target per CHO: CHO 1 = 6, CHO 2 = 3, CHO 3 = 1, CHO 4 = 6, CHO 5 = 2, CHO 6 = 18, CHO 7 = 8, CHO 8 = 12, CHO 9 = 19.</p>

5	KPI Calculation	Count the total number of people with a physical and/or sensory disability in receipt of 41 - 60 hours home support service per week (as per "KPI description" above) in the last week of the reporting period i.e. last week of June or last week of December. Adults and children are counted separately. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g. Q2: 418, Q4: 422, the outturn for the year end is 422.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 54f) Disability: Home Support Service (PSD Clients)

1	KPI Title	No. of people with a physical and/or sensory disability in receipt of from 60+ Home Support hours <u>in the last week of the biannual reporting period i.e. last week of June and December</u>
2	KPI Description DIS 54f	<p>Total number of people with a physical and/or sensory disability, in receipt of 60+ Home Support hours <u>in the last week of the reporting period i.e. last week of June and last week of December.</u></p> <p>Include:</p> <ul style="list-style-type: none"> • People in receipt of a Home Support service in the last week of June or December (biannual reporting period), including those who commenced a service and those who continued a service, even if they were discharged after receiving a service in the last week of June or December. <p>Exclude:</p> <ul style="list-style-type: none"> • People who accessed Home Support services funded by other care groups (e.g. Older Persons), Delayed Discharge Initiative Funding or Community Employment Scheme • People who did not receive Home Support services during the final week of June/December but did previously and who have not been formally discharged • Children receiving support for pre-school places as these are not a Home Support service • People with physical and sensory disability who require neurorehab supports that do not meet the definition of PA or Home Support • People who received a PA Service • People with an intellectual disability and/or autism. <p>Definitions:</p> <p>Home Support: provides personal and/or essential domestic care and support to facilitate participation in social / leisure activities. This service can be provided by the HSE or by a private provider funded by the HSE. Home Support is often provided outside of normal day service hours and is a disability funded service. It includes, as defined in the National Physical and Sensory Disability Database (NPSDD) and the National Intellectual Disability Database (NIDD):</p> <p>Home Care Assistant Service: "a personal care service which provides personal support including washing, dressing and other activities of daily living and facilitation in social and recreational activities".</p> <p>Home Help: "(assistance with household chores). Home Helps currently provide domestic type support (e.g. cooking / cleaning, etc.) but in many cases where a Home Care Assistant is not available, the Home Help may also provide support of a personal nature (e.g. washing, dressing, etc.)".</p> <p>Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often provided outside of normal day service hours.</p> <p>All adults and children receiving home support hours must be returned by the HSE Area from which their funding is allocated e.g. a service user from Sligo accessing Home Support in Longford but whose hours are paid from the Sligo home support budget must be returned by Sligo Disability Services.</p> <p>Example: Mary was in receipt of 5 hours Home Support Service per week during Q3. However, Mary only received 12 hours in the <u>final</u> week of December, the biannual reporting period. Therefore Mary is returned under band 11 - 20 hours Home Support Service</p> <p>Adult: a person aged over 18 and under 65 years (in a small number of cases people may continue to access disability home support services post 65 years of age)</p> <p>Child: Under 18 years.</p>
3	KPI Rationale	To monitor the number of people with a physical and/or sensory disability in receipt of 60+ home support hours as funded by HSE Disability Services.
	Indicator Classification	<p>Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two).</p> <p><input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care</p> <p><input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce</p> <p><input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management</p>
4	KPI Target	<p>2016 Operational Plan National Target/expected activity: 67</p> <p>Target per CHO: CHO 1 = 1, CHO 2 = 0, CHO 3 = 1, CHO 4 = 14, CHO 5 = 1, CHO 6 = 11, CHO 7 = 13, CHO 8 = 19, CHO 9 = 7.</p>

5	KPI Calculation	Count the total number of people with a physical and/or sensory disability in receipt of 60+ hours home support service per week (as per "KPI description" above) in the last week of the reporting period i.e. last week of June or last week of December. Adults and children are counted separately. This is a point in time calculation (i.e. do not add bi-annual returns together). For year end outturn, Q4 outturn is used e.g. Q2: 418, Q4: 422, the outturn for the year end is 422.
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	People with a physical and/or sensory disability
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Service developed in line with best practice internationally
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 55) Disability: Congregated Settings

1	KPI Title	Facilitate the movement of people from congregated to community settings
2	KPI Description DIS 55	Count the number of people who move out of a congregated setting into a community setting. In keeping with the <i>Time to Move on From congregated setting policy</i> - the community setting into which people move should have no more than 4 residents - each individual transitioning should have a personal transitional support plan
3	KPI Rationale	To monitor the progress of people moving out of congregated settings in line with National policy
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 National Service plan National Target: 161 Target per CHO: CHO 1 = 17, CHO 2 = 24, CHO 3 = 16 CHO 4 = 39, CHO 5 = 20, CHO 6 = 2, CHO 7 = 8, CHO 8 = 24, CHO 9 = 11.
5	KPI Calculation	No. of people completing the transition in the quarter. Each person will only be counted once. Year end total will be cumulative of 4 quarters .
6	Data Source	Service Provider - Disability Manager/Nominee - Community Health Office (CHO) - National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Adults and children with a physical and/or sensory disability or with an intellectual disability and / or autism
9	Minimum Data Set	
10	International Comparison	Drawn from best practice internationally to develop this customised service
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: The Disability Manager/nominee will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. Once satisfied, they will forward the collated KPI returns to the Chief Officer/nominee for approval, review and oversight. Where there are variances against target, the Disability Manager/Nominee will include a bullet point explanation with the returns to the Chief Officer/nominee. The CHO will forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who at local level is responsible for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input checked="" type="checkbox"/> Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (Q1 data reported in Q2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details:
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input checked="" type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 56) Disability: Quality

1	KPI Title	In respect of agencies in receipt of €3m or more in public funding, the % which employ an internationally recognised quality improvement methodology such as EFQM, CQL or CARF.
2	KPI Description DIS 56	
3	KPI Rationale	All voluntary agencies in receipt of €3M or more of public funding should employ a recognised quality improvement methodology.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 National Service Plan National Target: 100%
5	KPI Calculation	Count the number of agencies who are in receipt of €3m or more in public funding (denominator). Count the number of agencies which employ an internationally recognised quality improvement methodology such as EFQM, CQL or CARF and express as a percentage of the total number of agencies.
6	Data Source	Data is submitted by the agency to the Social Care Division and onward submission to the National Business Information Unit (BIU).
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Providers of Disability Services as funded by the HSE under section 38 Agreements.
9	Minimum Data Set	The service user's care plan which includes personal details and relevant information relating to their diagnosis, their needs and services and support they require to meet their needs.
10	International Comparison	Drawn from best practice internationally to develop this customised service
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details:
		The Social Care Division will receive, analyse and quality assure KPI returns for accuracy, completeness, quarter on quarter comparison and ongoing performance against targets. who will then forward approved collated returns to the Business Information Unit (BIU) on the agreed date each month / quarter. Please indicate who is responsible at local level for monitoring this KPI: Disability Manager
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input checked="" type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input checked="" type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input type="checkbox"/> CHO <input type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input checked="" type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Head of Operations & Service Improvement Disability: Marion Meany / disability.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 60) Disability: Quality

1	KPI Title	% of compliance with inspected outcomes following HIQA inspection of Disability Residential Units
2	KPI Description DIS 64	The Health Information and Quality Authority (HIQA) has responsibility to regulate the quality of service provided in designated centres for children, dependent people and people with disabilities. The findings of all monitoring inspections are set out under a maximum of 18 outcome statements. The outcomes inspected are dependent on the purpose of inspection. Where a monitoring inspection is to inform a decision to register or renew registration of a designated centre, all 18 outcomes are inspected. This KPI measures the proportion of outcomes assessed by HIQA which are deemed compliant with the outcome assessed.
3	KPI Rationale	To monitor the level of compliance with the HIQA Standards " <i>National Standards for Residential Services for Children and Adults with Disabilities</i> "
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input checked="" type="checkbox"/> Safe Care <input checked="" type="checkbox"/> Better Health and Wellbeing <input checked="" type="checkbox"/> Use of Information <input checked="" type="checkbox"/> Workforce <input checked="" type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 National Service Plan National Target: 75%
5	KPI Calculation	Count the total number of outcomes inspected in each inspection (denominator/ the target population). Count the total number of outcomes inspected by HIQA that were deemed compliant. (subset or the numerator) Report the number of outcomes inspected by HIQA that were compliant as a % of the total number of outcomes inspected in each inspection.
6	Data Source	Published HIQA inspection reports. Social Care Quality and Patient Safety Department to the Planning and Business Information Unit
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Outcomes that were found to be compliant in HIQA Inspection.
9	Minimum Data Set	Number of outcomes inspected in each HIQA inspection and the number of outcomes that were compliant in each HIQA inspection
10	International Comparison	Drawn from best practice internationally to develop this customised service
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: Please indicate who is responsible for monitoring this KPI: Gerry Clerkin, National Lead Quality and Patient Safety Social Care will analyse HIQA Inspection reports to identify the outcomes compliant.
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input checked="" type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input type="checkbox"/> CHO <input type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details: Service Provider
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Quality and Patient Safety Lead Social Care: Gerry Clerkin/ qps.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 61) Disability: Quality

1	KPI Title	% of CHOs who have a plan in place on how they will implement their approach to the establishment of Residents Councils / Family Forums / Service User Panels or equivalent for HSE Disability Services. Reporting to begin by Quarter 3 2016.
2	KPI Description DIS 60	The proportion of CHOs who have developed their Plan, named a CHO staff member who will lead the implementation, and gained approval for the Plan from the Chief Officer / CHO Senior Management Team or Social Care Management Team.
3	KPI Rationale	To monitor progress of CHOs in finalising their plans for the establishment of Residents Councils / Family Forums / Service User Panels in Disability Services
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input checked="" type="checkbox"/> Effective Care <input checked="" type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 National Service Plan National Target: 100%
5	KPI Calculation	Number of CHOs who have a plan in place on how they will implement their approach to the establishment of Residents Councils / Family Forums / Service User Panels or equivalent for Disability Services expressed as a percentage of the total number of CHOs.
6	Data Source	Social Care Quality and Patient Safety Department CHO dashboard
	Data Completeness	100% data completeness required.
	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details: Reporting to commence Q3 2016
8	Tracer Conditions	CHOs who have a plan in place on how they will implement their approach to the establishment of Residents Councils / Family Forums / Service User Panels
9	Minimum Data Set	CHO plan on how they will implement their approach to the establishment of Residents Councils / Family Forums / Service User Panels or equivalent for Disability Services.
10	International Comparison	Drawn from best practice internationally to develop this customised service
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: Head of Quality and Safety - Social Care Division.
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input checked="" type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input checked="" type="checkbox"/> CHO <input type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy Email address: denise.mccarthy@hse.ie Specialist Lead: Gerry Clerkin Email: gqs.socialcare@hse.ie
National Lead and Division		National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

(DIS 62) Disability: Safeguarding

1	KPI Title	% of Preliminary Screenings with an outcome of reasonable grounds for concern that are submitted to the Safeguarding and Protection Teams accompanied by an interim Safeguarding Plan.
2	KPI Description DIS 61	The Safeguarding Vulnerable Persons at Risk of Abuse - National Policy and Procedures states that a Preliminary Screening must be carried out in all cases where there is a concern of abuse of a vulnerable adult.. If this Preliminary Screening indicates that there are reasonable grounds for concern, an interim Safeguarding Plan must be developed and submitted, along with the Preliminary Screening, to the Safeguarding and Protection Team.
3	KPI Rationale	If there are grounds for concern, it is important to have a plan in place to protect the client and prevent recurrence and that the Safeguarding and Protection Team is notified.
	Indicator Classification	Please tick which Indicator Classification this indicator applies to, ideally choose one classification (in some cases you may need to choose two). <input checked="" type="checkbox"/> Person Centred Care <input type="checkbox"/> Effective Care <input checked="" type="checkbox"/> Safe Care <input type="checkbox"/> Better Health and Wellbeing <input type="checkbox"/> Use of Information <input type="checkbox"/> Workforce <input type="checkbox"/> Use of Resources <input checked="" type="checkbox"/> Governance, Leadership and Management
4	KPI Target	2016 Operational Plan National Target: 100% All CHOs: 100%
5	KPI Calculation	Percentage- The demoniator will be the total number of preliminary screenings submitted within the speciefied time frame that had an outcome of reasonable grounds for concern" . The numerator will be the number of preliminary screenings submitted with an interim safeguarding plan .
6	Data Source	Safeguarding and Protection Teams from Preliminary Screening Forms onto a logging sheet. The logging sheet will be submitted by Principal Social Workers (PSW) onto a shared drive accessible to the National Safeguarding Office.
	Data Completeness	
	Data Quality Issues	
7	Data Collection Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
8	Tracer Conditions	Logging sheet will be submitted to the National Safeguarding Office
9	Minimum Data Set	Logging sheet will be submitted to the National Safeguarding Office
10	International Comparison	Services internationally that have a vulnerable persons at risk of abuse policy.
11	KPI Monitoring	KPI will be <u>monitored</u> : <input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input checked="" type="checkbox"/> Other – give details: Each Principal Social Worker on Safe Guarding and Protection Teams
12	KPI Reporting Frequency	<input type="checkbox"/> Daily <input type="checkbox"/> Weekly <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> Bi-annually <input type="checkbox"/> Annually <input type="checkbox"/> Other – give details:
13	KPI report period	<input type="checkbox"/> Current (e.g. daily data reported on same day of activity, monthly data reported within the same month of activity) <input type="checkbox"/> Quarterly one month in arrears (Q2 data reported in July report) <input type="checkbox"/> Monthly in arrears (June data reported in July) <input checked="" type="checkbox"/> Quarterly in arrears (quarter 1 data reported in quarter 2) <input type="checkbox"/> Rolling 12 months (previous 12 month period) <input type="checkbox"/> Other - give details: Biannual
14	KPI Reporting Aggregation	<input checked="" type="checkbox"/> National <input type="checkbox"/> CHO <input type="checkbox"/> LHO Area <input type="checkbox"/> Hospital <input type="checkbox"/> County <input type="checkbox"/> Institution <input type="checkbox"/> Other – give details:
15	KPI is reported in which reports?	<input checked="" type="checkbox"/> Performance Assurance Report (PAR) <input type="checkbox"/> Other – give details:
16	Web link to data	http://www.hse.ie/performanceassurancereports/
Contact details for Data Manager / Specialist Lead		Information Analyst: Denise McCarthy denise.mccarthy@hse.ie Specialist Lead: Paschal Moynihan paschal.moynihan@hse.ie
National Lead and Division		National Lead: Michael Fitzgerald / michaelm.fitzgerald@hse.ie National Lead: Pat Healy, National Director Social Care Division / socialcare@hse.ie

