Disability Services
Key Performance Indicator
Metadata 2025

Congregated Settings

1	**KPI Title**	DIS55 - Facilitate the movement of people from congregated to community settings
1a	**KPI Short Title**	Movement from congregated to community settings - No of people
2	**KPI Description**	Count the number of people who move out of a congregated setting into a community setting in line with the Time to Move on from Congregated Setting policy.
3	**KPI Rationale**	To monitor the progress of people moving out of congregated settings in line with National policy. Each individual will be supported to move in line with their personal transition plan.
3a	**Indicator Classification**	National Scorecard Quadrant- Access
4	**National Target**	2025 National Service Plan: 21
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (0) HSE West and North West (1) HSE Mid West (9) HSE South West (7) HSE Dublin and South East (4) HSE Dublin and Midlands (0)
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	No. of people completing the transition in the month. Each person will only be counted once. Year end total will be cumulative of 12 months .
6	**Data Source**	Service Provider - HSE Disability Service nominee - HOSC - Health Region - National Disability Information Management Unit(NDIMU) Disability Operations - National Business Information Unit (NBIU).
6a	**Data Sign Off**	Tom McGuirk, National Disability Information Management Unit (NDIMU), Operations Disability Services. Email: tom.mcguirk@hse.ie
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Monthly
8	**Tracer Conditions**	N/A
9	**Minimum Data Set MDS**	N/A
10	**International Comparison**	Service model in line with current policy developed in line with best practice internationally.
11	**KPI Monitoring**	Monthly Other – give details :The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to National Disability Information Management Unit (NDIMU). NDIMU will collate all the Health Region returns and forward to the National Business Information Unit (NBIU) on the agreed date each month. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Monthly
13	**KPI Report Period**	Monthly Current (e.g. data reported in each month up to and including the last day of that month)
14	**KPI Reporting Aggregation**	National/ Health Region/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Management Data Report(MDR), National Performance Report(NPR), Regional Performance Report(RPR), Annual Report
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Tom McGuirk, National Disability Information Management Unit (NDIMU), Operations Disability Services. Email: tom.mcguirk@hse.ie
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Day Services Including school Leavers

1	**KPI Title**	DIS15 - % of school leavers and Rehabilitation Training (RT) graduates who have been provided with a placement
1a	**KPI Short Title**	% of schoolleavers and RT graduates requiring a HSE funded service who have received a placement which meets their needs
2	**KPI Description**	Number of individuals who receive a day service as a percentage of all those that are identified as requiring a day service in an existing specialist service or through New Directions type supports. Count is of all those with ID, Autism and/or Physical and Sensory Disability leaving DOEdC funded education (school leavers) and RT graduates only .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
3	**KPI Rationale**	To establish the extent of actual response to new emerging need for day services for school leavers and RT graduates in a timely manner
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Point in Time Target: 95%
4a	**Target Trajectory**	2025 Health Region target: All Health Regions 95%. This is a Point in Time Metric
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	This is managed by national school leaver process . Once a person commences in service - this is entered on the National Day Services database at Health Region level. Report is taken off the database nationally at the end of each year. The % is calculated by the overall number presenting as requiring a service and the number that are showing as commenced at year end. The expectation is that the majority of people will have commenced by year end except those that will not reach the age of 18 yrs until the following year.
6	**Data Source**	National Day Services Databse
6a	**Data Sign Off**	Head of Disability in Health Region Area (HOD).
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Annually / Other – give details: Data is updated and uploaded locally on an ongoing basis. Data is reported on a Annual basis
8	**Tracer Conditions**	People with an ID and / or autism, physical and sensory disability.
9	**Minimum Data Set MDS**	A profile of needs will be in place for each person
10	**International Comparison**	KPI/ activity linked to current service delivery model
11	**KPI Monitoring**	Annually / Other – give details: Identified school leaver lead collated data and uploads onto the Disability Day Service database (NDSD) The HOD/nominee will review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. Report is extracted from NDSD nationally and returned to the National Business Information Unit (NBIU) on the agreed date .The responsible person at local level for monitoring this KPI is the HOD.
12	**KPI Reporting Frequency**	Annually
13	**KPI Report Period**	Rolling 12 months (previous 12 month period)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Aoife OToole , National Disability Specialist, Strategy & Planning Disabilities Email: Aoife.otoole3@hse.ie
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Day Services Including school Leavers

#	Field	Content
1	**KPI Title**	DIS78 - No. of people with a disability in receipt of other day services (excl. RT) (adult) (ID / Autism and Physical and sensory disability)
1a	**KPI Short Title**	Day Services - No. of people with a disability in receipt of day services
2	**KPI Description**	Number of persons with a disability (ID and / or autism and Physical and Sensory) in receipt of "other day services" as funded by HSE Disability Services."Other day services" include: PD1, PD2, PD3, PD8, PD9, PD10, PD12, PD13,PD14 "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 disability (ID and / or autism and Physical and Sensory) in receipt of "other day services" as funded by HSE Disability Services.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 National Service Plan Point in Time Target: 20,600
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (4,000) HSE West and North West (3,052) HSE Mid West (1,758) HSE South West (4,190) HSE Dublin and South East (3,940) HSE Dublin and Midlands (3,660) This is a point in time calculation (i.e. do not add bi-annual returns together)
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the number of persons with a 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. For year end annual outturn, the Q4 outturn is used To prevent double counting, the following calculation process may be applicable: Collect the overall figure of all people attending day services from service providers & acquire the OGS database reports regarding people in RT services and those availing of Work/ Like Work. 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area
6b	**Data Quality Issues**	There are gaps in the reporting structure at Health Region level . On this basis there is no assurance that updated data is being collected, collated, quality assured and returned by each Health Region. Reports are generated nationally from data returns without a reporting relationship to data returners, so there is no national oversight.
7	**Data Collection Frequency**	Bi-annually - one month in arrears / Other – give details: Data is updated and uploaded locally on an ongoing basis. Data is reported on a bi-annual a month in arrears basis.
8	**Tracer Conditions**	People with an ID/ autism and Physical and Sensory
9	**Minimum Data Set MDS**	None Applicable
10	**International Comparison**	Not applicable - KPI/ activity linked to current service delivery model
11	**KPI Monitoring**	Bi-annually - one month in arrears / Other – give details:The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Bi-annually
13	**KPI Report Period**	Bi-annually
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Management Data Report(MDR), National Performance Report(NPR), Regional Performance Report(RPR), Annual Report
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Day Services Including school Services - Rehabilitative Training Services

1	**KPI Title**	DIS14 - No. of people (all disabilities) in receipt of Rehabilitative Training (RT)
1a	**KPI Short Title**	No. of people (all disabilities) in receipt of Rehabilitative Training (RT)
2	**KPI Description**	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.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Point in Time Target: 2,290.
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (435) HSE West and North West (384) HSE Mid West (221) HSE South West (389) HSE Dublin and South East (479) HSE Dublin and Midlands (382) This is a point in time calculation (i.e. do not add monthly returns together).
4b	**Volume Metrics**	N/A
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.For year end annual outturn, the Q4 outturn is used. 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/Day Opportunities Coordinator. Following local input into the National Day Service database, reports are produced at national level and issued to the National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Disability in Health Region Area (HOD).It is the responsibility of each Health Region to ensure their RT data is accurate, complete and up to date. The monthly reports issued to the National Business Information Unit (NBIU). from the National office are copied to the Health Regions.
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Monthly / 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 MDS**	None Applicable
10	**International Comparison**	KPI/ activity linked to current service delivery model
11	**KPI Monitoring**	Monthly/ 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**	Monthly
13	**KPI Report Period**	Monthly current
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Management Data Report(MDR), National Performance Report(NPR), Regional Performance Report(RPR), Annual Report
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Aoife OToole , National Disability Specialist, Strategy & Planning Disabilities Email: Aoife.otoole3@hse.ie
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Disability Act Compliance

1	**KPI Title**	DIS1 - No. of requests for assessments of need received for children
1a	**KPI Short Title**	Assessment of need - No. of requests received
2	**KPI Description**	The number of complete applications for Assessment of Need for children 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.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 National Service Plan Cumulative Expected Activity: 10,300
4a	**Target Trajectory**	2025 Health Region expected activity: HSE Dublin and North East (2,884) HSE West and North West (753) HSE Mid West (212) HSE South West (1,624) HSE Dublin and South East (1,970) HSE Dublin and Midlands (2,857) (This metric is reported as cumulative)
4b	**Volume Metrics**	N/A
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 extracted from the Assessment of Need Database by the National Disability Information Management Unit (NDIMU) and forwarded to the National Business Information Unit (NBIU).
6a	**Data Sign Off**	Tom McGuirk, National Disability Information Management Unit (NDIMU), Operations Disability Services. Email: tom.mcguirk@hse.ie
6b	**Data Quality Issues**	No known data quality issues at this point. Health Regions are responsible for updating data as required.
7	**Data Collection Frequency**	Quarterly
9	**Minimum Data Set MDS**	None Applicable
10	**International Comparison**	KPI measures demand-led activity linked to process set out in legislation (Disability Act 2005)
11	**KPI Monitoring**	Quarterly / Other – give details: Officers /nominee input data into the National AON system on an ongoing basis. Reports are produced from database at national level quarterly by the National Disability Information Management Unit (NDIMU)
12	**KPI Reporting Frequency**	Quarterly
13	**KPI Report Period**	Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Management Data Report(MDR), National Performance Report(NPR), Regional Performance Report(RPR), Annual Report
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Tom McGuirk, National Disability Information Management Unit (NDIMU), Operations Disability Services. Email: tom.mcguirk@hse.ie
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie

Disability Act Compliance

1	**KPI Title**	DIS3 - % of assessments of need completed within the timelines as provided for in the regulations
1a	**KPI Short Title**	Child assessments - % of completed within time
2	**KPI Description**	The number of Child 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.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 National Service Plan Cumulative Target: 100%.
4a	**Target Trajectory**	All 2025 Health Region targets:100% (This metric is reported as cumulative)
4b	**Volume Metrics**	N/A
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**	Quarterly activity reports extracted from the Assessment of Need Database by the National Disability Information Management Unit (NDIMU) and forwarded to the National Business Information Unit (NBIU)
6a	**Data Sign Off**	Tom McGuirk, National Disability Information Management Unit (NDIMU), Operations Disability Services. Email: tom.mcguirk@hse.ie
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly
8	**Tracer Conditions**	People with a Disability.
9	**Minimum Data Set MDS**	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**	Quarterly
12	**KPI Reporting Frequency**	Quarterly
13	**KPI Report Period**	Quarterly Current (e.g. data reported in each quarter up to and including the last day of that quarter)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Management Data Report(MDR), National Performance Report(NPR), Regional Performance Report(RPR), Annual Report
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Tom McGuirk, National Disability Information Management Unit (NDIMU), Operations Disability Services. Email: tom.mcguirk@hse.ie
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie

Emergency Places

1	**KPI Title**	DIS 102 - No. of new Priority 1 Residential places provided to people with a disability
1a	**KPI Short Title**	Number of new Priority 1 Residential Places Provided to People with a Disability
2	**KPI Description**	The number of new Priority 1 Residential places provided to people with a disability
3	**KPI Rationale**	Monitor number of new funded emergency residential places provided on a cumulative basis
3a	**Indicator Classification**	National Scorecard Quadrant- Access
4	**National Target**	2025 Cumulative Target: 70
4a	**Target Trajectory**	N/A
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	No. of places commenced in the quarter. Each place will only be counted once. Year end total will be cumulative of 4 quarters. Each residential placement in a setting that supports one person is calculated as 1. Where a place is less than 24/7, it is still counted as 1 . Home Support Hours/ Packages are not counted. Do not include in this count any of the following new service developments under NSP 2025 in this KPI: planned residential places (36 nationally), supported living places (10 nationally) and intensive home support packages (10 nationally) residential packages to support young adults ageing out of Tusla services (12 nationally).
6	**Data Source**	HOSC/nominee > Regional Executive Officer Health Region /nominee > Disability Operations >National Business Information Unit (NBIU)
6a	**Data Sign Off**	Tom McGuirk, National Disability Information Management Unit (NDIMU), Operations Disability Services. Email: tom.mcguirk@hse.ie
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Monthly
8	**Tracer Conditions**	N/A
9	**Minimum Data Set MDS**	N/A
10	**International Comparison**	Not applicable - KPI/ activity linked to current service delivery model
11	**KPI Monitoring**	Monthly / Other – give details: A template is sent out to Health Region Areas by Disability Ops for completion and return. Data returned directly along pathway HOSC/nominee > Regional Executive Officer Health Region /nominee > Disability Operations}> NBIU
12	**KPI Reporting Frequency**	Monthly
13	**KPI Report Period**	Monthly
14	**KPI Reporting Aggregation**	National/ Health Region
15	**KPI is reported in which reports?**	Management Data Report(MDR), National Performance Report(NPR), Regional Performance Report(RPR), Annual Report
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	
	KPI owner/lead for implementation	Tom McGuirk, National Disability Information Management Unit (NDIMU), Operations Disability Services. Email: tom.mcguirk@hse.ie
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Emergency Places

1	**KPI Title**	DIS 109 No. of intensive support packages for priority 1 cases
1a	**KPI Short Title**	Number of intensive support packages for priority 1 cases
2	**KPI Description**	This KPI will reflect the number of intensive support packages for priority 1 cases provided in the year in response to emergency cases. An intensive support package for priority 1 cases is a combination of direct support hours delivered in the person's home and behavior support and other appropriate services as required, to enable the person in an emergency case to remain living at home instead of having to avail of residential service.
3	**KPI Rationale**	As above
3a	**Indicator Classification**	National Scorecard Quadrant- Process/Outcome
4	**National Target**	2025 Cumulative Target: 561
4a	**Target Trajectory**	N/A
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count of each new intensive support package in that month. Each package counted as 1. Total for each month are added to give annual cumulative number. Hours of home support delivered as part of the new intensive support packages for priority 1 cases and no of people accessing same will not be collected and counted in existing KPIs on home support in the year the emergency response is given ie 2025, to avoid double count.
6	**Data Source**	HOSC/nominee > Regional Executive Officer Health Region /nominee > Disability Operations >National Business Information Unit (NBIU)
6a	**Data Sign Off**	Operations, Disability Services Email: children.disability@hse.ie
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Monthly
8	**Tracer Conditions**	N/A
9	**Minimum Data Set MDS**	N/A
10	**International Comparison**	Service model in line with curent policy developed in line with best practice internationally.
11	**KPI Monitoring**	"Data returned directly along pathway HOSC/nominee > Regional Executive Officer Health Region /nominee > Disability Operations A template will be sent out to Health Region Areas by Disability Ops for completion and return
12	**KPI Reporting Frequency**	Monthly
13	**KPI Report Period**	Monthly Current
14	**KPI Reporting Aggregation**	National/ Health Region/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Management Data Report(MDR), National Performance Report(NPR), Regional Performance Report(RPR), Annual Report
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	
	KPI owner/lead for implementation	Operations, Disability Services Email: children.disability@hse.ie
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Home Support Service

1	**KPI Title**	DIS58 - No. of Home Support Service Hours delivered to people with a disability (ID/Autism and Physical and Sensory Disability)
1a	**KPI Short Title**	Total no. of Home Support Hours delivered to persons with a disability
2	**KPI Description**	Total number of home support service hours delivered to people with an intellectual disability and/or autism and Physical and Sensory Disability, in the quarter up to and including the last day of the quarter. Include:• Hours delivered to people with an ID and / or autism and Physical and 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. Exclude: • 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. Definitions: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 NASS Database: :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"".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.)"". Calculation: 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. 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 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 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) Child: Under 18 years.
3	**KPI Rationale**	To monitor the number of home support service hours delivered to adults & children with an intellectual disability and/or autism and Physical and Sensory Disability as funded by HSE Disability Services.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 National Service Plan Cumulative target/expected activity: 3,800,000.
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (1,225,833) HSE West and North West (659,015) HSE Mid West (340,655) HSE South West (205,292) HSE Dublin and South East (738,209) HSE Dublin and Midlands (630,996)
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the total number of home support hours delivered to people with an intellectual disability and/or autism and Physical and Sensory (as per "KPI description" above) up to an 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Health Region Head of Social Care (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	People with an intellectual disability and/or autism and Physical and Sensory Disability
9	**Minimum Data Set MDS**	None Applicable
10	**International Comparison**	KPI/ activity linked to current service delivery model
11	**KPI Monitoring**	Quarterly- one month in arrears. Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Quarterly (1 month in Arrears)
13	**KPI Report Period**	Quarterly one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider

15	**KPI is reported in which reports?**	Management Data Report(MDR), National Performance Report(NPR), Regional Performance Report(RPR), Annual Report
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer , Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Home Support Service

1	**KPI Title**	DIS69 - No of people with a disability in receipt of Home Support Services (ID/Autism and Physical and Sensory Disability)
1a	**KPI Short Title**	No. of people with a disability (ID/Autism and Physical and Sensory disabililty) in receipt of a Home Support Service
2	**KPI Description**	Number of people with a disability (ID/Autism and Physical and Sensory) in receipt of a home support service, in this quarter up to and including the last day of the quarter. Include: • People with an intellectual disability and/or autism and Physical and 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. Exclude: • 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. Calculation : 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. 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 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. Definitions: 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 NASS Database :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". 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.)".Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities is often provided outside of normal day service hours. 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) Child: Under 18 years.
3	**KPI Rationale**	To monitor the number of adults & children with an intellectual disability and/or autism and Physical and Sensory Disability in receipt of a home support service as funded by HSE Disability Services.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 National Service Plan Point in Time target/expected activity 2025: 7,327
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (2,082) HSE West and North West (1,373) HSE Mid West (679) HSE South West (598) HSE Dublin and South East (1,315) HSE Dublin and Midlands (1,280)
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the total number of people with an intellectual disability and/or autism and Physical and 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	People with an intellectual disability and/or autism and Physical and Sensory Disability
9	**Minimum Data Set MDS**	N/A
10	**International Comparison**	Not applicable - KPI/ activity linked to current service delivery model
11	**KPI Monitoring**	Quarterly- one month in arrears/ Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.

12	**KPI Reporting Frequency**	Quarterly (one month in arrears)
13	**KPI Report Period**	Quarterly - one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Management Data Report(MDR), National Performance Report(NPR), Regional Performance Report(RPR), Annual Report
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Home Support Service

1	**KPI Title**	DIS80 - No. of new referrals accepted for home support services (ID and / or autism & Physical and Sensory Disability)
1a	**KPI Short Title**	No. of new referrals accepted for people with a disability (ID/Autism and Physical and Sensory Disabiliity) for Home Support Services
2	**KPI Description**	Total number of new referrals accepted for home support services for people with a disability (ID/Autism and Physical and Sensory Disability), in this quarter up to and including the last day of the quarter. Definition: New referral accepted as appropriate and approved in this quarter. Include: .• All accepted referrals for a Home Support service for people with an ID. Exclude: • 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 and Physical and 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 an ID and/or autism and Physical and 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 received for a PA Service. 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. 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. 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) Definitions: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):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".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.)".Home Support: Assistance provided to the family in terms of assisting with care, facilitating attendance at social activities. Assistance is often 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.
3	**KPI Rationale**	To monitor the number of new referrals accepted for adults & children with an intellectual disability and/or autism and Physical and Sensory Disability for home support services as funded by HSE Disability Services.
4	**National Target**	2025 Operational Plan Cumulative target/expected activity 2025: 1,305
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (370) HSE West and North West (233) HSE Mid West (85) HSE South West (102) HSE Dublin and South East (242) HSE Dublin and Midlands (273)
4b	**Volume Metrics**	N/A
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.
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	People with an intellectual disability and/or autism
9	**Minimum Data Set MDS**	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**	Quarterly- one month in arrears / Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.

12	**KPI Reporting Frequency**	Quarterly (one month in arrears)
13	**KPI Report Period**	Quarterly - one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Home Support Service

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1	**KPI Title**	DIS81 - No. of new people with a disability who commenced a home support service(ID and / or autism & Physical and Sensory Disability)
1a	**KPI Short Title**	No. of new people with a disability (ID/Autism and Physical and Sensory Disability) who commenced a Home Support Service
2	**KPI Description**	Total number of new people with a disability (ID/Autism and Physical and Sensory Disability), who commenced a home support service in this quarter up to and including the last day of the quarter. Include:• All new people who commenced a Home Support service in this quarter. Exclude:• 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. 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. 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. 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). Definitions: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):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".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.)".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)Child: Under 18 years.
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
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Cumulative target/expected activity 2025: 1,440
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (411) HSE West and North West (257) HSE Mid West (94) HSE South West (111) HSE Dublin and South East (266) HSE Dublin and Midlands (301)
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the number of new adults and children with an intellectual disability and/or autism and Physical and 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	People with an intellectual disability and/or autism and Physical and Sensory Disability
9	**Minimum Data Set MDS**	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**	Quarterly- one month in arrears/ Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.

12	KPI Reporting Frequency	Quarterly (one month in arrears)
13	KPI Report Period	Quarterly - one month in arrears (Q2 data reported in July report)
14	KPI Reporting Aggregation	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	KPI is reported in which reports?	Preliminary Data Report/Operational Plan
16	Web link to data	http://www.hse.ie/eng/services/publications/
17	Additional Information	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Home Support Service

1	**KPI Title**	DIS82 - No. of existing people with a disability in receipt of home support services (ID/Autism and Physical and Sensory Disability)
1a	**KPI Short Title**	No. of existing people with a disability (ID/Autism and Physical and Sensory Disability) in receipt of Home Support Services
2	**KPI Description**	Total number of people with a disability (ID/Autism and Physical and Sensory) 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. Include:• People with an intellectual disability and/or autism and Physical and 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 an ID and / or autism who continue to receive a Home Support service from any previous quarter. Exclude:• People with an ID and/or autism and Physical and 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 an ID and or autism and Physical and 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 who received a PA Service. 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. Example # 1: John received home support service in Q1, Q2 and Q3. John is to be returned under this KPI in Q1, Q2 and Q3 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. 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. Definitions: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):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".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.)".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)Child: Under 18 years.
3	**KPI Rationale**	To monitor the number of adults & children with an intellectual disability and/or autism and Physical and Sensory Disability who continue to receive a home support service as funded by HSE Disability Services.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Point in Time target/expected activity 2025: 6,960
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (1974) HSE West and North West (1241) HSE Mid West (455) HSE South West (541) HSE Dublin and South East (1289) HSE Dublin and Midlands (1460)
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the total number of people with an intellectual disability and/or autism and Physical and 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	People with an intellectual disability and/or autism and Physical and Sensory Disability
9	**Minimum Data Set MDS**	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**	Quarterly- one month in arrears / Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.

12	**KPI Reporting Frequency**	Quarterly (1 month in Arrears)
13	**KPI Report Period**	Quarterly one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Home Support Service

1	**KPI Title**	DIS83 - No of people with a disability formally discharged from home support services (ID/Autism and Physical and Sensory Disability)
1a	**KPI Short Title**	No. people with a disability (ID/Autism and Physical and Sensory) formally discharged from Home Support Services
2	**KPI Description**	Total number of people with a disability (ID/Autism and Physical and Sensory), formally discharged from home support services in this quarter up to and including the last day of the quarter. Reasons for discharge may include: • Residential placement• Transferred to adult services, other provider, other area• Service is no longer required or meeting needs• Deceased. Include:• People with an intellectual disability and/or autism and Physical and Sensory Disability formally discharged from home support services in this quarter. Exclude: • 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. 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. 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. 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. Definitions: 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):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".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.)". 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)Child: Under 18 years.
3	**KPI Rationale**	To monitor the number of adults & children with an intellectual disability and/or autism and Physical and Sensory Disability formally discharged from home support services as funded by HSE Disability Services.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Cumulative target/expected activity: 1168
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (431) HSE West and North West (134) HSE Mid West (70) HSE South West (88) HSE Dublin and South East (271) HSE Dublin and Midlands (174)
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count all adults and children with an intellectual disability and/or autism and Physical and 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	People with an intellectual disability and/or autism and Physical and Sensory Disability
9	**Minimum Data Set MDS**	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**	Quarterly- one month in arrears. Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.

12	**KPI Reporting Frequency**	Quarterly (1 month in Arrears)
13	**KPI Report Period**	Quarterly one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Home Support Service

1	**KPI Title**	DIS84 - No. of people with a disability in receipt of 1 - 5 Home Support hours per week (ID/Autism and Physical and Sensory Disability)
1a	**KPI Short Title**	No. of people with a disability (ID/Autism and Physical and Sensory) in receipt of from 1 - 5 Home Support hours in the last week of the biannual reporting period i.e. last week of June and December
2	**KPI Description**	Total number of people with a disability (ID/Autism and Physical and Sensory), in receipt of 1 - 5 Home Support hours in the last week of the reporting period i.e. last week of June and last week of December. Include:• 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. Exclude: • 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. Definitions: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):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".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.)". 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.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 ServiceAdult: 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)Child: Under 18 years.
3	**KPI Rationale**	To monitor the number of people with an ID and or autism and Physical and Sensory Disability in receipt of 1 - 5 home support hours as funded by HSE Disability Services.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Point in Time target/expected activity : 3,737
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (1,052) HSE West and North West (666) HSE Mid West (246) HSE South West (296) HSE Dublin and South East (694) HSE Dublin and Midlands (783)
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the total number of people with an intellectual disability and/or autism and Physical and Sensory Disability 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Bi-annually one month in arrears
8	**Tracer Conditions**	People with an intellectual disability and /or autism and Physical and Sensory Disability
9	**Minimum Data Set MDS**	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**	Bi-annually - one month in arrears / Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Bi-annually - one month in arrears
13	**KPI Report Period**	Other - give details: Biannual one month in arrears
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider

15	KPI is reported in which reports?	Preliminary Data Report/Operational Plan
16	Web link to data	http://www.hse.ie/eng/services/publications/
17	Additional Information	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Home Support Service

1	**KPI Title**	DIS85 - No. of people with a disability in receipt of 6 - 10 Home Support hours per week (ID/Autism and Physical and Sensory Disability)
1a	**KPI Short Title**	No. of people with a disabililty (ID/Autism and Physical and Sensory) 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**	Total number of people with a disability (ID/Autism and Physical and Sensory) , 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.Include:• 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. Exclude:• 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. Definitions: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):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".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.)". .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. 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 ServiceAdult: 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) Child: Under 18 years.
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.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Point in Time target/expected activity 2025: 1,742.
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (493) HSE West and North West (307) HSE Mid West (114) HSE South West (140) HSE Dublin and South East (324) HSE Dublin and Midlands (364)
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the total number of people with an intellectual disability and/or autism and Physical and 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
7	**Data Collection Frequency**	Bi-annually - one month in arrears
8	**Tracer Conditions**	People with an intellectual disability and /or autism and Physical and Sensory Disabiltiy
9	**Minimum Data Set MDS**	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**	Bi-annually- one month in arrears / Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Bi-annually- one month in arrears
13	**KPI Report Period**	Bi-annually- one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider

15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Home Support Service

1	**KPI Title**	DIS86 - No. of people with a disability in receipt of 11 - 20 Home Support hours per week (ID/Autism and Physical and Sensory Disability)
1a	**KPI Short Title**	No. of people with a disability (ID/Autism and Physical and Sensory) 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**	Total number of people with a disability (ID/Autism and Physical and Sensory), 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. Include:• 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. Exclude:• 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. Definitions: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):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".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.)". 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. 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 ServiceAdult: 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) Child: Under 18 years.
3	**KPI Rationale**	To monitor the number of people with an ID and or autism and Physical and Sensory Disability in receipt of 11 - 20 home support hours as funded by HSE Disability Services.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Point in Time target/expected activity 2025: 945.
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (266) HSE West and North West (170) HSE Mid West (62) HSE South West (73) HSE Dublin and South East (175) HSE Dublin and Midlands (199)
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the total number of people with an intellectual disability and/or autism and Physical and 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Bi-annually- one month in arrears
8	**Tracer Conditions**	People with an intellectual disability and /or autism and Physical and Sensory Disability
9	**Minimum Data Set MDS**	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**	Bi-annually- one month in arrears / Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Bi-annually- one month in arrears
13	**KPI Report Period**	Bi-annually- one month in arrears(Q2 data reported in July report)

14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Home Support Service

1	**KPI Title**	DIS87 - No. of people with a disability in receipt of 21 - 40 Home Support hours per week (ID/Autism and Physical and Sensory Disability)
1a	**KPI Short Title**	No. of people with a disability (ID/Autism and Physical and Sensory Disability) in receipt of from 21 - 40 Home Support hours
2	**KPI Description**	Total number of people with a disability (ID/Autism and Physical and Sensory), 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. Include:• 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. Exclude:• 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. Definitions: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):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".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.)". 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. 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. 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)Child: Under 18 years.
3	**KPI Rationale**	To monitor the number of people with an ID and or autism and Physical and Sensory Disability in receipt of 21 - 40 home support hours as funded by HSE Disability Services.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Point in Time target/expected activity 2025: 516.
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (149) HSE West and North West (90) HSE Mid West (33) HSE South West (40) HSE Dublin and South East (96) HSE Dublin and Midlands (108)
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the total number of people with an intellectual disability and/or autism and Physical and 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Bi-annually- one month in arrears
8	**Tracer Conditions**	People with an intellectual disability and /or autism and Physical and Sensory Disability
9	**Minimum Data Set MDS**	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**	Bi-annually- one month in arrears / Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Bi-annually- one month in arrears
13	**KPI Report Period**	Bi-annually- one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider

15	KPI is reported in which reports?	Preliminary Data Report/Operational Plan
16	Web link to data	http://www.hse.ie/eng/services/publications/
17	Additional Information	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Home Support Service

1	**KPI Title**	DIS88 - No. of people with a disability in receipt of 41 - 60 Home Support hours per week (ID/Autism and Physical and Sensory Disability)
1a	**KPI Short Title**	No. of people with a disability (ID/Autism and Physical and Sensory) in receipt of from 41 - 60 Home Support hours
2	**KPI Description**	Total number of people with a disability (ID/Autism and Physical and Sensory), in receipt of 41 - 60 Home Support hours in the last week of the reporting period i.e. last week of June and last week of December. Include:• 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. Exclude: • 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. Definitions: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):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".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.)".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. 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 ServiceAdult: 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)Child: Under 18 years.
3	**KPI Rationale**	To monitor the number of people with an ID and or autism and Physical and Sensory Disability in receipt of 41 - 60 home support hours as funded by HSE Disability Services.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Point in Time target/expected activity 2025: 125
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (35) HSE West and North West (24) HSE Mid West (8) HSE South West (10) HSE Dublin and South East (22) HSE Dublin and Midlands (26)
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the total number of people with an intellectual disability and/or autism and Physical and Sensory Disabiltiy 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Bi-annually - one month in arrears
8	**Tracer Conditions**	People with an intellectual disability and /or autism and Physical and Sensory Disability
9	**Minimum Data Set MDS**	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**	Bi-annually- one month in arrears / Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Bi-annually- one month in arrears
13	**KPI Report Period**	Bi-annually- one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider

15	KPI is reported in which reports?	Preliminary Data Report/Operational Plan
16	Web link to data	http://www.hse.ie/eng/services/publications/
17	Additional Information	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Home Support Service

1	**KPI Title**	DIS89 - No. of people with a disability in receipt of 60+ Home Support hours per week (ID/Autism and Physical and Sensory Disability)
1a	**KPI Short Title**	No. of people with a disability (ID/Autism and Physical and Sensory) in receipt of from 60+ Home Support hours
2	**KPI Description**	Total number of people with a disability (ID/Autism and Physical and Sensory), in receipt of 60+ Home Support hours in the last week of the reporting period i.e. last week of June and last week of December. Include:• 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. Exclude:• 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. Definitions: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):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".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.)".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. 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 ServiceAdult: 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)Child: Under 18 years.
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.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Point in Time target/expected activity 2025 : 161.
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (44) HSE West and North West (29) HSE Mid West (11) HSE South West (13) HSE Dublin and South East (30) HSE Dublin and Midlands 34)
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the total number of people with an intellectual disability and/or autism and Physical and 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Bi-annually- one month in arrears
8	**Tracer Conditions**	People with an intellectual disability and /or autism and Physical and Sensory Disabilty
9	**Minimum Data Set MDS**	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**	Bi-annually- one month in arrears / Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Bi-annually- one month in arrears
13	**KPI Report Period**	Bi-annually- one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider

15	KPI is reported in which reports?	Preliminary Data Report/Operational Plan
16	Web link to data	http://www.hse.ie/eng/services/publications/
17	Additional Information	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

PA Service

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1	**KPI Title**	DIS34 -No. of new referrals accepted for adults with a physical and / or sensory disability for a PA service
1a	**KPI Short Title**	No. of new referrals accepted for adults with a physical and/or sensory disability for PA Services
2	**KPI Description**	Total number of new referrals accepted for PA services for adults with a physical and/or sensory disability in this quarter up to and including the last day of the quarter. Definition: New referral accepted as appropriate and approved in this quarter. Include:• All accepted referrals for a PA service for adults with a physical and/or sensory disability. Exclude:• 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. 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. Example # 1Connor'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. 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) Definitions: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). 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. 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.
3	**KPI Rationale**	To monitor the number of new referrals accepted for adults with a physical and/or sensory disability for a PA service as funded by HSE Disability Services.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Cumulative target/expected activity 2025: 333
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (58) HSE West and North West (98) HSE Mid West (98) HSE South West (0) HSE Dublin and South East (58) HSE Dublin and Midlands (21). 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.
4b	**Volume Metrics**	N/A
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.
6	**Data Source**	Service Provider > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	Adults with a physical and/or sensory disability
9	**Minimum Data Set MDS**	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**	Quarterly- one month in arrears/ Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Quarterly (1 month in Arrears)
13	**KPI Report Period**	Quarterly one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider

15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

PA Service

#	Field	Description
1	**KPI Title**	DIS35 -No. of new adults with a physical and / or sensory disability who commenced a PA service
1a	**KPI Short Title**	No. of new adults with a physical and/or sensory disability who commenced a PA Service
2	**KPI Description**	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. Include: • All adults who commenced a PA service in this quarter. Exclude: •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. 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. 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. 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). Definitions: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). 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. 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.
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
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Cumulative target/expected activity 2025: 340
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (94) HSE West and North West (102) HSE Mid West (86) HSE South West (0) HSE Dublin and South East (39) HSE Dublin and Midlands (19). 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
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	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.
6	**Data Source**	Service Provider > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	Adults with a physical and/or sensory disability
9	**Minimum Data Set MDS**	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**	Quarterly- one month in arrears/ Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Quarterly (1 month in Arrears)
13	**KPI Report Period**	Quarterly one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider

15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

PA Service

#	Field	Content
1	**KPI Title**	DIS36 - No. of existing adults with a physical and / or sensory disability in receipt of a PA service
1a	**KPI Short Title**	No. of existing adults with a physical and/or sensory disability in receipt of a PA Service
2	**KPI Description**	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. Include:• 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. Exclude: • 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. 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. Example # 1:Jennifer received a PA Service in Q1, Q2 and Q3. Therefore Jennifer is returned under this KPI in Q1, Q2 and Q3. 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. 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. Definitions: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). 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. 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.
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.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Point in Time target/expected activity 2025: 2,701
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (241) HSE West and North West (669) HSE Mid West (499) HSE South West (431) HSE Dublin and South East (501) HSE Dublin and Midlands (360). This is a point in time KPI calculation i.e. do not add quarterly returns together.
4b	**Volume Metrics**	N/A
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. 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	Adults with a physical and/or sensory disability
9	**Minimum Data Set MDS**	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**	Quarterly- one month in arrears/ Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Quarterly (1 month in Arrears)
13	**KPI Report Period**	Quarterly one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider

15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

PA Service

1	**KPI Title**	DIS37 - No. of adults with a physical and / or sensory disability formally discharged from a PA Services
1a	**KPI Short Title**	No. adults with a physical and/or sensory disability formally discharged from a PA service
2	**KPI Description**	Total number of adults with a physical and/or sensory disability, formally discharged from a PA service in this quarter up to and including the last day of the quarter. Reasons for discharge may include: • Residential placement• Transferred to other provider, other area• Service is no longer required or no longer meeting needs• Deceased. Include: • Adults with a physical and/or sensory disability formally discharged from a PA service in this quarter. Exclude:• 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. 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. 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. 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. Definitions: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). 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. 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.
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.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Cumulative target/expected activity 2025: 140.
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (14) HSE West and North West (72) HSE Mid West (25) HSE South West (0) HSE Dublin and South East (20) HSE Dublin and Midlands (9). 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
4b	**Volume Metrics**	N/A
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.
6	**Data Source**	Service Provider > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	Adults with a physical and/or sensory disability
9	**Minimum Data Set MDS**	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**	Quarterly - one month in arrears/ Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Quarterly- (1 month in Arrears)
13	**KPI Report Period**	Quarterly one month in arrears (Q2 data reported in July report)

14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

PA Service

1	**KPI Title**	DIS38 - No. of adults with a physical and / or sensory disability in receipt of a PA service
1a	**KPI Short Title**	No. of adults with a physical and/or sensory disability in receipt of PA Services
2	**KPI Description**	Number of adults with a physical and/or sensory disability in receipt of PA services, in this quarter up to and including the last day of the quarter. Include:• 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. Exclude: • 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• DO NOT INCLUDE Adults with a physical and/or sensory disability who only receive a Home Support Service, or neurorehab supports that do not meet the definition of PA • Adults with an intellectual disability and/or autism • Children with any disability. Calculation : 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. 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. 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. Definitions: 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" (NASS Database – Description of Services). 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. 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.
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.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 National Service Plan Point in Time target/expected activity: 2,865
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (284) HSE West and North West (701) HSE Mid West (443) HSE South West (579) HSE Dublin and South East (459) HSE Dublin and Midlands (399). 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.
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the total number of adults with a physical and/or sensory disability in receipt of PA services 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"
6	**Data Source**	Service Provider > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	Adults with a physical and/or sensory disability
9	**Minimum Data Set MDS**	None Applicable
10	**International Comparison**	KPI/ activity linked to current service delivery model
11	**KPI Monitoring**	Quarterly- one month in arrears/ Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Quarterly (1 month in Arrears)
13	**KPI Report Period**	Quarterly- one month in arrears (Q2 data reported in July report)

14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Management Data Report(MDR), National Performance Report(NPR), Regional Performance Report(RPR), Annual Report
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

PA Service

1	**KPI Title**	DIS39 - Number of PA Service hours delivered to adults with a physical and / or sensory disability
1a	**KPI Short Title**	No. of PA Service hours delivered to adults with a physical and/or sensory disability
2	**KPI Description**	Total number of PA service hours delivered to adults with a physical and/or sensory disability, in this quarter up to and including the last day of the quarter. Include:• 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. Exclude: • 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. 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. 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. 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. Definitions: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). 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. 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.
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.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 National Service Plan Cumulative Target: 1,945,000
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (383,059) HSE West and North West (484,263) HSE Mid West (394,478) HSE South West (191,671) HSE Dublin and South East (238,020) HSE Dublin and Midlands (253,510). 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.
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the total number of PA service hours delivered to adults with a physical and/or sensory disability.
6	**Data Source**	Service Provider > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	Adults with a physical and/or sensory disability
9	**Minimum Data Set MDS**	None applicable
10	**International Comparison**	KPI/ activity linked to current service delivery model
11	**KPI Monitoring**	Quarterly- one month in arrears/ Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Quarterly (1 month in Arrears)
13	**KPI Report Period**	Quarterly one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Management Data Report(MDR), National Performance Report(NPR), Regional Performance Report(RPR), Annual Report
16	**Web link to data**	http://www.hse.ie/eng/services/publications/

17	Additional Information	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

PA Service

No.	Field	Content
1	**KPI Title**	DIS40 - No. of adults with a physical and / or sensory disability in receipt of 1 - 5 PA hours per week
1a	**KPI Short Title**	No. of adults with a physical and/or sensory disability in receipt of from1 - 5 PA hours per week
2	**KPI Description**	Total number of adults with a physical and/or sensory disability, in receipt of 1- 5 PA Hours in the last week of the reporting period i.e. last week of June and last week of December. Include:• 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. Exclude: • 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. lat 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. 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. 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 final week 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". Definitions: 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). 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. 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.
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.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Point in Time target/expected activity 2025 for 1-5 PA hours per week: 503
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (43) HSE West and North West (46) HSE Mid West (98) HSE South West (74) HSE Dublin and South East (145) HSE Dublin and Midlands (97). This is a point in time KPI calculation (i.e. do not add bi-annual returns together).
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count all adults with a physical and/or sensory disability in receipt of 1 - 5 PA hours in the last week of the reporting period i.e. last week of June or last week of December. 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Bi-annually - one month in arrears
8	**Tracer Conditions**	Adults with a physical and/or sensory disability
9	**Minimum Data Set MDS**	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**	Bi-annually - one month in arrears / Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Bi-annually - one month in arrears
13	**KPI Report Period**	Other - give details: Biannually - one month in arrears
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/

17	Additional Information	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

PA Service

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1	**KPI Title**	DIS40a -No. of adults with a physical and / or sensory disability in receipt of 6 - 10 PA hours per week
1a	**KPI Short Title**	No. of adults with a physical and/or sensory disability in receipt of from 6 - 10 PA hours per week
2	**KPI Description**	Total number of adults with a physical and/or sensory disability, in receipt of 6 - 10 PA Hours in the last week of the reporting period i.e. last week of June and last week of December. Include:• 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. Exclude: • 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. lat 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. 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. 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 final week 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" Definitions: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). 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. 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.
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.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Point in Time target/expected activity 2025 for 6-10 PA hours per week: 604
4a	**Target Trajectory**	This is a point in time KPI calculation (i.e. do not add bi-annual returns together).
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count all adults with a physical and/or sensory disability in receipt of 6 - 10 PA hours in the last week of the reporting period i.e. last week of June or last week of December. 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Bi-annually - one month in arrears
8	**Tracer Conditions**	Adults with a physical and/or sensory disability
9	**Minimum Data Set MDS**	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**	Bi-annually - one month in arrears / Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Bi-annually - one month in arrears
13	**KPI Report Period**	Other - give details: Biannually - one month in arrears
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/

17	Additional Information	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

PA Service

1	**KPI Title**	DIS40b - No. of adults with a physical and / or sensory disability in receipt of 11 - 20 PA hours per week
1a	**KPI Short Title**	No. of adults with a physical and/or sensory disability in receipt of from 11 - 20 PA hours per week
2	**KPI Description**	Total number of adults with a physical and/or sensory disability, in receipt of 11 - 20 PA Hours in the last week of the reporting period i.e. last week of June and last week of December. Include:• 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. Exclude: • 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. lat 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. 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. 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 final week 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". Definitions: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). 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. 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.
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.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Point in Time target/expected activity 2025 for 11-20 PA hours per week: 490.
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (51) HSE West and North West (126) HSE Mid West (82) HSE South West (83) HSE Dublin and South East (82) HSE Dublin and Midlands (66). This is a point in time calculation (i.e. do not add bi-annual returns together).
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count all adults with a physical and/or sensory disability in receipt of 11 - 20 PA hours in the last week of the reporting period i.e. last week of June or last week of December. 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Bi-annually - one month in arrears
8	**Tracer Conditions**	Adults with a physical and/or sensory disability
9	**Minimum Data Set MDS**	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**	Bi-annually - one month in arrears / Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to theNational Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Bi-annually - one month in arrears
13	**KPI Report Period**	Other - give details: Bi-annually - one month in arrears
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/

17	Additional Information	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

PA Service

#	Field	Content
1	KPI Title	DIS40c - No. of adults with a physical and / or sensory disability in receipt of 21 - 40 PA hours per week
1a	KPI Short Title	No. of adults with a physical and/or sensory disability in receipt of from 21 - 40 PA hours per week
2	KPI Description	Total number of adults with a physical and/or sensory disability, in receipt of 21 - 40 PA Hours in the last week of the reporting period i.e. last week of June and last week of December. Include:• 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. Exclude: • 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. lat 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. 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. 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 final week 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". Definitions: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). 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. 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.
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.
3a	Indicator Classification	National Scorecard Quadrant Access
4	National Target	2025 Operational Plan Point in Time target/expected activity 2025 for 21-40 PA hours per week: 262.
4a	Target Trajectory	2025 Target per Health Region: HSE Dublin and North East (25) HSE West and North West (71) HSE Mid West (44) HSE South West (46) HSE Dublin and South East (43) HSE Dublin and Midlands (33). This is a point in time calculation (i.e. do not add bi-annual returns together).
4b	Volume Metrics	N/A
5	KPI Calculation	Count all adults with a physical and/or sensory disability in receipt of 21 - 40 PA hours in the last week of the reporting period i.e. last week of June or last week of December. 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 > HSE Disability Service nominee > HOSC > Health Region >National Business Information Unit (NBIU).
6a	Data Sign Off	Head of Social Care in Health Region Area (HOSC)
6b	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	Bi-annually - one month in arrears
8	Tracer Conditions	Adults with a physical and/or sensory disability
9	Minimum Data Set MDS	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	Bi-annually - one month in arrears / Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	KPI Reporting Frequency	Bi-annually - one month in arrears
13	KPI Report Period	Other - give details: Bi-annually - one month in arrears
14	KPI Reporting Aggregation	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	KPI is reported in which reports?	Preliminary Data Report/Operational Plan
16	Web link to data	http://www.hse.ie/eng/services/publications/

17	Additional Information	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

PA Service

#	Field	Value
1	**KPI Title**	DIS40d -No. of adults with a physical and / or sensory disability in receipt of 41 - 60 PA hours per week
1a	**KPI Short Title**	No. of adults with a physical and/or sensory disability in receipt of from 41 - 60 PA hours per week
2	**KPI Description**	Total number of adults with a physical and/or sensory disability, in receipt of 41 - 60 PA Hours in the last week of the reporting period i.e. last week of June and last week of December. Include:• 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. Exclude: • 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. lat 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. 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. 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 final week 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". Definitions: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). 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. 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.
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.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Point in Time target/expected activity 2025 for 41-60 PA hours per week: 71.
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (7) HSE West and North West (19) HSE Mid West (12) HSE South West (13) HSE Dublin and South East (11) HSE Dublin and Midlands (9). This is a point in time calculation (i.e. do not add bi-annual returns together)
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count all adults with a physical and/or sensory disability in receipt of 41 -60 PA hours in the last week of the reporting period i.e. last week of June or last week of December. 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Bi-annually - one month in arrears
8	**Tracer Conditions**	Adults with a physical and/or sensory disability
9	**Minimum Data Set MDS**	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**	Bi-annually - one month in arrears / Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Bi-annually - one month in arrears
13	**KPI Report Period**	Other - give details: Biannually - one month in arrears
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/

17	Additional Information	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

PA Service

1	**KPI Title**	DIS40e - No. of adults with a physical and / or sensory disability in receipt of 60 + PA hours per week
1a	**KPI Short Title**	No. of adults with a physical and/or sensory disability in receipt of from 60+ PA hours per week
2	**KPI Description**	Total number of adults with a physical and/or sensory disability, in receipt of 60+ PA Hours in the last week of the reporting period i.e. last week of June and last week of December.Include:• 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. Exclude: • 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. lat 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. 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. 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 final week 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". Definitions: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). 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. 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.
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.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Point in Time target/expected activity 2025 for 60+ PA hours per week: 71.
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (7) HSE West and North West (19) HSE Mid West (12) HSE South West (13) HSE Dublin and South East (11) HSE Dublin and Midlands (9). This is a point in time calculation (i.e. do not add bi-annual returns together)
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count all adults with a physical and/or sensory disability in receipt of 60+ PA hours in the last week of the reporting period i.e. last week of June or last week of December . 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Bi-annually - one month in arrears
8	**Tracer Conditions**	Adults with a physical and/or sensory disability
9	**Minimum Data Set MDS**	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**	Bi-annually - one month in arrears / Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Bi-annually - one month in arrears
13	**KPI Report Period**	Other - give details: Bi-annually - one month in arrears
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/

17	Additional Information	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Personalised Budgets

#	Field	Value
1	**KPI Title**	DIS 111 No. of adults with disabilities participating in personalised budgets demonstration projects (Stage 4 Living Phase)
1a	**KPI Short Title**	The Number of adults with disabilities participating in personalised budgets demonstration projects (Stage 4 Living Phase)
2	**KPI Description**	In line with Personalised Budgets Demonstration Project plan.
3	**KPI Rationale**	To monitor the number of adults with disabilities in each Health Region participating in Personalised Budgets Demonstration Projects (Stage 4 Living Phase)
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 National Targets: 52
4a	**Target Trajectory**	N/A
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the total number of Adults with disabilities in each Health Region participating in Personalised Budgets Demonstration Projects (Stage 4 Living Phase)
6	**Data Source**	Local Lead - HOSC - Community Health Office (Health Region) - Personalised Budget Project Manager- National Business Information Unit (NBIU)
6a	**Data Sign Off**	Head of Social Care, Health Region Area (HOSC)
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Data will be collected quarterly by the HOSC for monitoring purposes. This KPI is reported in the Performance Report on a quarterly basis.
8	**Tracer Conditions**	
9	**Minimum Data Set MDS**	
10	**International Comparison**	Service model in line with current policy developed in line with best practice internationally.
11	**KPI Monitoring**	The Local project Lead will submit completed data to the HOSC. The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Project Manager The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Quarterly
13	**KPI Report Period**	Quarterly
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ Other – give details: Local Project Lead
15	**KPI is reported in which reports?**	Management Data Report(MDR), National Performance Report(NPR), Regional Performance Report(RPR), Annual Report
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Aisling Hunt, National Disability Specialist, Strategy & Planning Disability Services Email: aisling.hunt@hse.ie
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Residential Services & Places

1	**KPI Title**	DIS108 No. of residential places for people with a disability (including new planned places)
1a	**KPI Short Title**	Residential Places - No. of residential places for people with a disability
2	**KPI Description**	Count of the number of residential places delivered at a point in time to people with disabilities .
3	**KPI Rationale**	Count is the number of places not people .
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Point in Time Target: 8,695
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (1,990) HSE West and North West (1,457) HSE Mid West (839) HSE South West (1,171) HSE Dublin and South East (1,519) HSE Dublin and Midlands (1,719). This is a point in time calculation (i.e. do not add quarterly returns together).
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Number of places occupied on the last day of the reporting period. Each residential bed occupied on the last day of the reporting period should be counted as 1 . Where a person occupies a place on less than a 24/7 basis (i.e. 5/7 or 4/7)and is not in residence on the last day of the reporting period or a 24/7 resident is temporarily away for other reasons- family visit home, hospital admission etc, the place is counted as occupied , on the basis that it held and available for them to return to within a matter of days. Exclude places where the person receives support in their own/family home i.e. where the person owns, rents the property and holds a tenancy. Exclude residential places in host family/home-sharing arrangements . DO NOT INCLUDE NEW EMERGENCY PLACES CAPTURED UNDER DIS 102 until following year. Each Health Region Area to return count of all places funded by them regardless of which geographical areas they are located in. Health Region Areas should not return places in their Area funded by other Areas. Service providers to return data on places to the funding Area
6	**Data Source**	Service Provider > HSE Disability Service nominee > HOSC > Health Region > NDIMU> National Business Information Unit (NBIU).
6a	**Data Sign Off**	Tom McGuirk, National Disability Information Management Unit (NDIMU), Operations Disability Services. Email: tom.mcguirk@hse.ie
6b	**Data Quality Issues**	
7	**Data Collection Frequency**	Monthly
9	**Minimum Data Set MDS**	None applicable
10	**International Comparison**	KPI/ activity linked to current service delivery model
11	**KPI Monitoring**	The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to National Disability Information Management Unit (NDIMU). NDIMU will collate all the Health Region returns and forward to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Monthly
13	**KPI Report Period**	Monthly
14	**KPI Reporting Aggregation**	Monthly
15	**KPI is reported in which reports?**	Management Data Report(MDR), National Performance Report(NPR), Regional Performance Report(RPR), Annual Report
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Respite Services

#	Field	Value
1	**KPI Title**	DIS57 - No. of overnights (with or without day respite) accessed by people with a disability(ID/Autism and Physical and Sensory Disability)
1a	**KPI Short Title**	Respite - No. of overnights (with or without day respite) accessed by people with a disability
2	**KPI Description**	Total No. of overnights with or without day respite accessed by people with a disability in this quarter, up to including the last day of the quarter. Overnight respite locations include, short stays in the following service types: • Centre based respite• Host Family• Community Home• Private Nursing Home• Holiday Respite. Include: • Overnights where people stay at a respite location overnight (i.e. in a bed), including the time spent at that location on the preceding or following day or part of day. Exclude: • 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. Calculation: 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: 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).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 overnights provided to adults and children with an Intellectual Disability and/or autism and Physical and Sensory Disability who are in receipt of an overnight respite service
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 National Service Plan Cumulative Target: 164,060.
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (36,249) HSE West and North West (41,930) HSE Mid West (16,607) HSE South West (17,686) HSE Dublin and South East (22,704) HSE Dublin and Midlands (28,884).
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the number of overnight respite stays provided in the quarter. Each respite night is counted as 1, individual hours are not counted. . Each night will include any time spent at that location on the preceding or following day or part of day. 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 > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC).
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	People with a disability
9	**Minimum Data Set MDS**	None applicable
10	**International Comparison**	Not applicable - KPI/ activity linked to current service delivery model
11	**KPI Monitoring**	Quarterly- one month in arrears/ Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Quarterly (1 month in Arrears)
13	**KPI Report Period**	Quarterly one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Management Data Report(MDR), National Performance Report(NPR), Regional Performance Report(RPR), Annual Report
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Respite Services

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1	**KPI Title**	DIS59 - No of day only respite sessions accessed by people with a disability(ID/Autism and Physical and Sensory Disability)
1a	**KPI Short Title**	Disability Services - No. of day only respite sessions
2	**KPI Description**	Total number of day only respite sessions provided for people with a Disability (ID/Autism and Physical and Sensory Disability) in this quarter, up to and including the last day of the quarter. Respite locations include: • Centre based respite• Host Family• Community Home• Private Nursing Home• Holiday Respite• Saturday Clubs. Include: • Number of non-overnight day only respite accessed by people in the quarter. Exclude: • 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. 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 and Physical and Sensory Disability who received a Day Only Respite service.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 National Service Plan Cumulative Target/expected activity: 66,000
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (23,179) HSE West and North West (22,498) HSE Mid West (3,061) HSE South West (2,576) HSE Dublin and South East (11,380) HSE Dublin and Midlands (3,006).
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count each day only respite episode provided for an adult or child in this 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. Each session (or episode) will be counted as 1, individual hours will not be counted. Do not include day sessions that directly precede or follow overnight respite. Where several individuals access a respite session i.e. an after school club, this will be counted by the number of people who accessed the service i.e. 10 people attend the club, so the number returned is 10.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. Calculation :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.
6	**Data Source**	Service Provider > HSE Disability Service nominee > HOSC > Health Region > National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC).
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	People with an Intellectual Disability and / or autism
9	**Minimum Data Set MDS**	None applicable
10	**International Comparison**	KPI/ activity linked to current service delivery model
11	**KPI Monitoring**	Quarterly- one month in arrears/ Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Quarterly (1 month in Arrears)
13	**KPI Report Period**	Quarterly one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Management Data Report(MDR), National Performance Report(NPR), Regional Performance Report(RPR), Annual Report
16	**Web link to data**	http://www.hse.ie/eng/services/publications/

17	Additional Information	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Respite Services

#	Field	Content
1	**KPI Title**	DIS71 - No of people with a disability in receipt of respite services (ID/Autism and Physical and Sensory Disability)
1a	**KPI Short Title**	Disability Services - No. of people in receipt of respite services
2	**KPI Description**	Number of people with a disability (ID/Autism and Physical and Sensory Disability) in receipt of respite service in this quarter, up to and including the last day of the quarter. Definition: • Respite includes Day, Evening and Overnight Respite. Respite locations include short stays in the following service types: • Centre based respite• Host Family• Community Home• Private Nursing Home• Holiday Respite• Saturday Clubs. Include: • 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. Exclude: • People with an ID and/or autism and Physical and Sensory Disability who received respite funded by other care groups (e.g. Older Persons) • People with an ID and/or autism and Physical and Sensory Disability 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 and Physical and Sensory Disability who received respite services in their own home - these are returned under Home Support.
3	**KPI Rationale**	To monitor the numbers of adults and children with Intellectual Disability and/or autism and Physical and Sensory Disability who benefit from respite service
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 National Service Plan Point in Time Target: 6,340
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (1,733) HSE West and North West (1,012) HSE Mid West (497) HSE South West (680) HSE Dublin and South East (1,177) HSE Dublin and Midlands (1,242). This is a point in time KPI calculation i.e. do not add the quarterly returns together.
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the number of adults and children with a 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 - 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..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. Calculation: 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: 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.
6	**Data Source**	Service Provider - HSE Disability Service nominee - HOSC - Health Region - National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC).
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	People with an Intellectual Disability and / or autism
9	**Minimum Data Set MDS**	None applicable
10	**International Comparison**	Not applicable - KPI/ activity linked to current service delivery model
11	**KPI Monitoring**	Quarterly one month in arrears/ Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Quarterly (1 month in Arrears)
13	**KPI Report Period**	Quarterly one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Management Data Report(MDR), National Performance Report(NPR), Regional Performance Report(RPR), Annual Report
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie

| Governance/sign off | Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie |
| | Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie |

Respite Services

1	**KPI Title**	DIS90 - No. of new referrals accepted for people with a disability for respite services(ID/Autism and Physical and Sensory Disability)
1a	**KPI Short Title**	No. of new referrals accepted for people with a disability for respite services
2	**KPI Description**	Total number of new referrals accepted for respite services for people with a disability in this quarter, up to and including the last day of the quarter. (Intellectual Disability and/or autism and Physical and Sensory Disability) Definitions: • Respite includes Day, Evening and Overnight Respite. • New referrals accepted as appropriate and approved in this quarter. Respite locations include short stays in the following service types: • Centre based respite• Host Family• Community Home• Private Nursing Home• Holiday Respite• Saturday Clubs. Include:• New referrals for Day, Evening and Overnight Respite Services received and accepted in this quarter. Exclude:• Respite for people with an Intellectual Disability and/or autism and Physical and Sensory Disability funded by other care groups (e.g. Older Persons)• Referrals received for people with an Intellectual Disability and/or autism and Physical and 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 an Intellectual Disability and/or autism and Physical and Sensory Disability who declined the respite service offered.• People with an Intellectual Disability and/or autism and Physical and Sensory Disability in receipt of respite type care in their own home as this is returned under Home Support 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. 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. 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".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.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operation Plan Cumulative Target/Expected Activity: 1,880.
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (636) HSE West and North West (331) HSE Mid West (87) HSE South West (104) HSE Dublin and South East (539) HSE Dublin and Midlands (183). 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.
4b	**Volume Metrics**	N/A
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.
6	**Data Source**	Service Provider - HSE Disability Service nominee - HOSC - Health Region - National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC).
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly - one month in arrears
8	**Tracer Conditions**	People with an Intellectual Disability and / or autism and Physical and Sensory Disability
9	**Minimum Data Set MDS**	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**	Quarterly - one month in arrears/ Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Quarterly- one month in arrears
13	**KPI Report Period**	Quarterly - one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie

Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie
	Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Respite Services

#	Field	Description
1	**KPI Title**	DIS91 - No. of new people with a disability who commenced respite services (ID/Autism and Physical and Sensory Disability)
1a	**KPI Short Title**	No. of new people with a disability who commenced a respite service
2	**KPI Description**	Total number of new people with a disability who commenced respite services in this quarter, up to and including the last day of the quarter. (Intellectual Disability and/or autism and Physical and Sensory Disability)Definition: • Respite includes Day, Evening and Overnight Respite. Respite locations include short stays in the following service types: • Centre based respite• Host Family• Community Home• Private Nursing Home• Holiday Respite• Saturday Clubs Exclude: • People with an Intellectual Disability and/or autism and Physical & Sensory Disability whose respite is funded by other care groups e.g. Older Persons • People with an Intellectual Disability and/or autism and Physical & 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 an Intellectual Disability and/or autism and Physical & Sensory Disability in receipt of respite in their own home as this is returned under Home Support. 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: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. 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 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 new adults and children with Intellectual Disability and/or autism and Physical and Sensory Disability who commenced a respite service
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operation Plan Cumulative Target/ Expected Activity: 1,600
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (313) HSE West and North West (340) HSE Mid West (106) HSE South West (158) HSE Dublin and South East (482) HSE Dublin and Midlands (201). 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.
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the total number of adults and children with an Intellectual Disability and/or autism and Physical and 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. 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 - HSE Disability Service nominee - HOSC - Health Region - National Business Information Unit (NBIU).
6a	**Data Sign Off**	Mr. Head of Social Care in Health Region Area (HOSC).
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	People with an Intellectual Disability and / or autism and Physical and Sensory Disability
9	**Minimum Data Set MDS**	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**	Quarterly - one month in arrears/ Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Quarterly- one month in arrears
13	**KPI Report Period**	Quarterly - one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A

KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Respite Services

#	Field	Content
1	KPI Title	DIS92 - No. of existing people with a disability in receipt of respite services (ID/Autism and Physical and Sensory Disability)
1a	KPI Short Title	No. of existing people in receipt of Respite Services
2	KPI Description	Total number of people with a disability 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. (Intellectual Disability and/or autism and Physical and Sensory Disability) Definition: • Respite includes Day, Evening and Overnight Respite. Respite locations include short stays in the following service types: • Centre based respite• Host Family• Community Home• Private Nursing Home• Holiday Respite• Saturday Clubs. Include: • People with an Intellectual Disability and/or autism and Physical and Sensory Disability who continued respite services (i.e. Day, Evening and/or Overnight) this quarter from any previous quarter and were not formally discharged.• People with an ID and/or autism and Physical and Sensory Disability who have exceeded 30 days of continuous 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 and Physical and Sensory Disability who received respite services in Q1. Exclude: • People with an Intellectual Disability and/or autism and Physical and Sensory Disability who commenced respite services in this quarter • Respite for people with an Intellectual Disability and/or autism and Physical and Sensory Disability funded by other care groups (e.g. Older Persons)• People with an Intellectual Disability and/or autism and Physical and Sensory Disability 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 and Physical and Sensory Disability continuing from a previous year who did not receive respite in Q1 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 Example # 1: Karen received respite service in Q1, Q2 and Q3. Karen is returned under this KPI in Q1, Q2 and Q3 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 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. 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 Intellectual Disability and/or autism and Physical and Sensory Disability who continued to receive a respite service
3a	Indicator Classification	National Scorecard Quadrant Access
4	National Target	2025 Operation Plan Point in Time Target/ Expected Activity: 6,005
4a	Target Trajectory	2025 Target per Health Region: HSE Dublin and North East (1,666) HSE West and North West (927) HSE Mid West (474) HSE South West (658) HSE Dublin and South East (1,108) HSE Dublin and Midlands (1,175). This is a point in time KPI calculation i.e. do not add the quarterly returns together.
4b	Volume Metrics	N/A
5	KPI Calculation	Count the total number of adults and children with an Intellectual Disability and/or autism and Physical and 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. 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 - HSE Disability Service nominee - HOSC - Health Region - National Business Information Unit (NBIU).
6a	Data Sign Off	Head of Social Care in Health Region Area (HOSC).
6b	Data Quality Issues	No known data quality issues at this point.
7	Data Collection Frequency	Quarterly- one month in arrears
8	Tracer Conditions	People with an Intellectual Disability and / or autism and Physical and Sensory Disability
9	Minimum Data Set MDS	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	Quarterly - one month in arrears/ Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	KPI Reporting Frequency	Quarterly - one month in arrears
13	KPI Report Period	Quarterly - one month in arrears (Q2 data reported in July report)
14	KPI Reporting Aggregation	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	KPI is reported in which reports?	Preliminary Data Report/Operational Plan

16	Web link to data	http://www.hse.ie/eng/services/publications/
17	Additional Information	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Respite Services

1	**KPI Title**	DIS93 - No. of people with a disability formally discharged from respite services (ID/Autism and Physical and Sensory Disability)
1a	**KPI Short Title**	No. of people with with a disability formally discharged from respite services
2	**KPI Description**	Total number of people with a disability formally discharged from respite services in this quarter, up to and including the last day of each quarter. (Intellectual Disability and/or autism and Physical and Sensory Disability) Definition: • Respite includes Day, Evening and Overnight Respite. Respite locations include short stays in the following service types: • Centre based respite• Host Family• Community Home• Private Nursing Home• Holiday Respite• Saturday Clubs. Reasons for discharge may include: • Residential placement• Transferred to adult services, other provider, other area• Service is no longer required or no longer meeting needs• Deceased. Include: • People with an Intellectual Disability and/or autism and Physical and Sensory Disability formally discharged from respite services in this quarter. Exclude:• People with an Intellectual Disability and/or autism and Physical and Sensory Disability discharged from respite services funded by other care groups (e.g. Older Persons) • People with an Intellectual Disability and/or autism and Physical and 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 an Intellectual Disability and/or autism and Physical and Sensory Disability in receipt of respite in their own home as this is returned under Home Support. 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: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.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 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. 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 number of adults and children with Intellectual Disability and/or autism and Physical and Sensory Disability discharged from respite services.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operation Plan Point in Time Target/Expected Activity: 782.
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (377) HSE West and North West (53) HSE Mid West (16) HSE South West (30) HSE Dublin and South East (281) HSE Dublin and Midlands (25). 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.
4b	**Volume Metrics**	N/A
5	**KPI Calculation**	Count the total number of adults and children with a disability discharged from respite service in this quarter. Adults and children are counted separately. (Intellectual Disability and/or autism and Physical and Sensory Disability)
6	**Data Source**	Service Provider - HSE Disability Service nominee - HOSC - Health Region - National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC).
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	People with an Intellectual Disability and / or autism and Physical and Sensory Disability
9	**Minimum Data Set MDS**	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**	Quarterly- one month in arrears/ Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Quarterly - one month in arrears
13	**KPI Report Period**	Quarterly - one month in arrears (Q2 data reported in July report)

14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie

Respite Services

1	**KPI Title**	DIS94 - No. of people with a disability in receipt of more than 30 overnights continuous respite (ID/Autism and Physical and Sensory Disability)
1a	**KPI Short Title**	No. of people with a Disability who are in receipt of more than 30 overnights continuous respite
2	**KPI Description**	No. of people with a Disability (ID/Autism and Physical and 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 non-continuous 30 overnight respite stays• People who receive respite in their own home - this is returned under Home Support. 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 and 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.
3a	**Indicator Classification**	National Scorecard Quadrant Access
4	**National Target**	2025 Operational Plan Point in Time Target/expected activity: 41.
4a	**Target Trajectory**	2025 Target per Health Region: HSE Dublin and North East (9) HSE West and North West (7) HSE Mid West (5) HSE South West (12) HSE Dublin and South East (1) HSE Dublin and Midlands (7).
4b	**Volume Metrics**	N/A
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 - HSE Disability Service nominee - HOSC - Health Region - National Business Information Unit (NBIU).
6a	**Data Sign Off**	Head of Social Care in Health Region Area (HOSC).
6b	**Data Quality Issues**	No known data quality issues at this point.
7	**Data Collection Frequency**	Quarterly- one month in arrears
8	**Tracer Conditions**	People with an Intellectual Disability and / or autism.
9	**Minimum Data Set MDS**	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**	Quarterly - one month in arrears/ Other – give details: The HOSC/nominee will receive, review and quality assure KPI data returns for accuracy and completeness and analyse data for performance against ELS/targets. They will forward the collated KPI returns to the Regional Executive Officer/nominee and include a bullet point explanation where there are variances against target. The Regional Executive Officer/nominee will review, approve and submit final Health Region returns to the National Business Information Unit (NBIU) on the agreed date each month / quarter. The responsible person at local level for monitoring this KPI is the HOSC.
12	**KPI Reporting Frequency**	Quarterly (1 month in Arrears)
13	**KPI Report Period**	Quarterly - one month in arrears (Q2 data reported in July report)
14	**KPI Reporting Aggregation**	National/ Health Region/ Integrated Health Area/ LHO/ Other – give details: Service Provider
15	**KPI is reported in which reports?**	Preliminary Data Report/Operational Plan
16	**Web link to data**	http://www.hse.ie/eng/services/publications/
17	**Additional Information**	N/A
	KPI owner/lead for implementation	Regional Executive Officer, Health Region Area
	BIU data support	Diane Duignan, Data Analyst for Disabilities, National Business Information Unit (NBIU) - Bective Steet, Kells, Co. Meath. Ph: 087 4154103, Email: diane.duignan@hse.ie
	Governance/sign off	Bernard O'Regan, Assistant National Director, Childrens Disability Services, Email: children.disability@hse.ie Gerard Tully, Assistant National Director, Adult Disability, Email gerard.tully@hse.ie