

# KENT SHARED LIVES

## Policies & Procedures

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### (15) Ending a placement

It is the policy of Kent Shared Lives to ensure that, wherever possible, termination of the placement is part of a planned process and is as positive an experience as possible for both the individual and the host.

1. A first consideration is that all placements will eventually come to an end
2. The reasons why a placement may end are many and varied and may include:
  - The individual wishing to move to a different setting or area
  - A change in circumstance of the host
  - Incompatibility between host and individual or other people in the placement
  - A serious breach of the placement agreement on either side
  - Reassessed needs of the individual due to changing health or abilities which cannot be met in the current placement.
  - Decisions arising from the application of the abuse procedures
  - Death of the individual or host
3. Each Shared Lives placement should be closely monitored and regularly reviewed. This should enable the early identification of any consideration which may be leading towards termination of the placement.
4. If the individual wishes to move to a different setting or area then the host should support the individual to discuss this with their Case Officer/Social work team and the Shared Lives worker. A review should then be called to discuss this and if there is a decision that the individual should move then Shared Lives and the care/case manager should provide direct assistance to the individual in making and realising their plan.
5. Should the host's circumstances change it is their responsibility to advise Shared Lives who will organise a review to consider what if any action may need to be taken. This may include ending the placement.
6. The tension that may exist around the possibility of a placement ending should always be recognised and support or advocacy given to the host and individual as appropriate
7. Within two months of the ending of a placement a host review should be held. The review should focus on the reasons for the ending of the placement and highlight any lessons to be learnt by Shared Lives and make recommendations for the future development of the Host. A copy of this review should go to the Registered manager.
8. In the event of a serious breach of the placement agreement on either side then the matter should be referred to the Shared Lives officer's line

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manager who should decide whether there are any reasons to bring the matter before the panel. Shared Lives should also ensure that the CQC are informed of any serious breach of the placement agreement (if applicable).

9. Sometimes placements end with very little warning. In that event the first priority must be to ensure the safety and wellbeing of the individual. It will be important for the Shared Lives officer to have a discussion with those concerned or left behind about what has happened, how they feel about it and any actions that need to be taken. This should ideally take place as soon as possible after the ending of the placement but in any event within two weeks. The Shared Lives officer should hold the host review within two months of the ending of the placement (as in 7).
10. Where it is determined that a placed individual is terminally ill it will be important to consider and record the wishes feelings of the Shared Lives host, the individual and the individual's family (or advocate, if appropriate) about the continuing of the placement and where this is to happen any additional support that will need to be provided e.g. palliative care.
11. In the event of the death of the individual -please see policy "death of an individual in a Shared Lives Placement.
12. Where a placement is terminated or at risk of being terminated as a result of allegations of abuse then reference should be made to the safeguarding procedure.
13. In all cases where placement is terminated all records, benefits documentation, bank books are to be returned to the individual or KCC.
14. Notice periods apply to Hosts and individuals or their funding team. 60 working days from the Hosts for long term and shortbreaks placements. 20 working days for day support. The individual or their funding team can give 20 working days notice. Immediate notice can be served should an individual or Host be at risk or a breach.