



Housing &  
Community Care

# Personalisation/ Self-Directed Support Progress Update

**Personalisation**  
**your life, your choice**

## Glossary of key Personalisation and SDS terms

### What is Self Directed support?

Self-Directed Support is about how your support plan is put into action so that you receive the help you need. It means that you have choices in how your care and support is managed. By choosing one of the following four options to you can choose how best to manage your support based on your individual needs.

#### Self-Directed Support options

**Option 1:** You can receive a Direct Payment. After your support plan is agreed the money to fund it is paid directly to you, into a bank account managed separately from any other accounts you have. You can manage the money yourself, or with assistance from others. A record must be kept of how the money is spent.

**Option 2:** If you are not confident about directly managing your support, then we can help. You will still choose what support you want and how it will be provided, but the Council will manage it for you.

**Option 3:** You can ask for your support to be arranged for you by the Council, and provided either directly by Council staff or by someone else on behalf of the Council.

**Option 4:** This is a combination of the other options and allows you to let the Council manage some parts of your support package, while giving you direct control of some elements of your support. The money to fund the parts of your support which you will manage will be paid into a bank account in the same way as described in the Direct Payments option.

The Council has a [web page dedicated to Self Directed Support in Perth and Kinross](#).

Here is a glossary of other terms associated with Personalisation and SDS to assist you with your understanding of the process:

**Advocacy Support** help people say what they want, secures their rights, represent their interests, and obtain services:

**Attorney or Guardian** Persons who can consent on behalf of someone, if the service user evidently lacks capacity. The Council would have to conclude, in its assessment, that the person with assessed need has, after every attempt to support them, no capacity to make a decision to receive Self-Directed Support.

**Charging Policy** Every council decides on a charging policy for their services. It is within a framework designed by COSLA that aims to maintain local accountability and discretion while encouraging councils to demonstrate that in arriving at charges they have followed best practice.

**Choice and control** SDS is about shaping services to meet people's needs, rather than shaping people to fit the services on offer.

**Co-production** Co-production is a method of working together, from the very outset, to achieve an agreed outcome. It values everyone involved as equal and allows 'trading' of each-others' skills, experience and knowledge. The perception and aspirations of the end user is the main driver in this process.

**Direct Payment** A direct payment is one of the four options offered under SDS which offers an individual more choice, control and responsibility over their care. A direct payment is a payment which is paid directly to the individual (or to a third party) following an assessment. The individual can use this payment to choose and control their support, rather than having the important decisions made for them. They may choose to use their direct payment to:

- Employ their own staff
- Purchase services (from agencies or local authorities)
- Purchase equipment

**Independent Living** "Independent Living means all disabled people having the same freedom, dignity, choice and control as other citizens at home, at work and in the community. It does not mean living by yourself or fending for yourself. It means rights to practical assistance and support to participate in society and live an ordinary life" - *Independent Living in Scotland (ILiS)*

**Eligible Person** Any person, of any age, assessed as needing a service, who consents (or where consent is given by a parent or an adult with guardianship or power of attorney) to receiving a payment they can manage if necessary with assistance.

**Eligible criteria** These are the guidelines that we use to decide if you qualify to receive help from social services. We use the criteria to ensure we treat everyone fairly. The criteria can be found on our website ([link](#)).

**Independent Living Fund** The Independent Living Fund is a discretionary Government fund available to certain people to enable them to live at home. [Find out more about here.](#)

**Outcome-based practice** Practice which focuses on outcomes/what an individual wants to achieve, and not on services. This includes assessment, support planning monitoring and review.

**Personal assistant** Someone who is paid to provide social care and support. They can be employed directly by the person or they can be arranged through an agency. [Find out more about employing personal assistant in Perth and Kinross.](#)

**Personalisation** SDS is often described as the personalisation of health and social care. Personalisation means that people are actively involved in shaping and selecting the services they receive. However, services can be personalised without people using SDS to get them.

*Scottish Government (2009) 'Personalisation: A Shared Understanding:* "Personalisation means that people become more involved in how services are designed and they receive support that is most suited to them. This can range from engaging with a community resource, which could mean that referral to a social work department isn't necessary, right through to provision of an intensive support package. Personalisation is about prevention, maintenance or intensive support - whatever is needed".

"Personalisation enables the individual alone, or in groups, to find the right solutions for them and to participate in the delivery of a service. From being a recipient of services, citizens can become actively involved in selecting and shaping the services they receive."

**Protecting Adults** The council has a responsibility to keep adults safe from abuse, harm or neglect. This is known as 'Protecting Adults'.

**Reablement** A short-term social care rehabilitation service to assist people to become or remain independent in doing everyday tasks. [More information about reablement services in Perth and Kinross can be found on our website.](#)

**Relevant amount** Nationally, “relevant amount” means the amount that the local authority considers is a reasonable estimate of the cost of securing the provision of support for the supported person. In Perth & Kinross, we do not use estimates and the “relevant amount” is the amount required to cover the cost of securing the provision of the agreed support for the supported person following an Outcome Focussed Assessment. This is also the amount that the supported person will be asked to contribute towards.

**Support plan** A support plan says how you will spend your budget to get the life you want. You can get help to make a plan – perhaps from family or friends, or you could pay someone who specialises in planning. Your local authority must agree your plan before you get your support money. It is similar to a Care Plan but is more person-centred and tells us more about you, what is important to you and what you want to change in your life.