

Date: 10 May 2021

Our Ref:

Contact: Contracts Team

Email: [ascontracts@bcpcouncil.gov.uk](mailto:ascontracts@bcpcouncil.gov.uk)

Dear Colleague

**RE: FEE RATES PAYABLE FOR THE PROVISION OF RESIDENTIAL CARE WITH OR WITHOUT NURSING IN 2021–2022**

Following consultation and engagement with provider representative organisations, I am writing to advise you of BCP Council's offer in relation to the published standard fee rates for residential and nursing care homes placements for this coming financial year 2021/22.

The proposed standard rates are shown in the table below for residential care where our client was placed because of a primary support reason of "Physical Support" or "Memory & Cognition" (national categories for England: service expenditure categories). These fee rates apply to our residential banding levels for High Residential (also known as R3 or L3), and to Nursing (also known as L4, or Basic Nursing), and to Dementia (also known as DE). For those care homes in Christchurch, you may have other placement categories previously used by the former Dorset County Council, but hopefully you will be able to identify those where the new fee rate applies from the table:

Fee Banding Levels	Weekly Fee Rate 2020-2021	New Weekly Fee Rate 2021-2022	Percentage Increase applied
R3/L3 – High Residential	£565.00	£575.00	1.84%
N – Nursing	£565.00 (plus FNC)	£575.00 (plus FNC)	1.84%
DE – Dementia	£630.00	£642.00	1.84%
DEN (Dementia Nursing)	£630.00 (plus FNC)	£642.00 (plus FNC)	1.84%

These uplifts are awarded in line with the Consumer Price Index (CPI) of 1.84% and fees will apply from **Monday 12 April 2021**.

For those placements funded above the standard rates, we are not proposing any increase for 2021/22. As you know, the fee payable for such placements are negotiated by the Council at the time of placement, taking into consideration the individual's level of need.

Whilst the Council will not be offering an automatic inflationary uplift this year for these placements, we are willing to consider any request from a provider seeking an increase. We consider that there are two aspects to fee requests:

1. Care needs of individuals: this increase relates only to the needs of the individual placement(s), i.e. the level of care that is currently provided is considered no longer adequate to meet the care needs of the individual. These requests should be made directly to the service user's social worker who can then arrange for a review of their care needs to be carried out; and
2. Core organisational uplifts: this increase is where a care provider wishes to increase their fee rates to meet their organizational costs. In such cases, the Council will need to be able to satisfy themselves that the increase is justified and reasonable and so the Council will require the provider to be open and transparent in sharing detailed of the fees composition and any other relevant supporting information. You will, therefore, be required to complete a questionnaire which will help us understand your financial set-up and provide the basis for our negotiations. Should you wish to make a request, I would ask you to do so **by no later than Friday 28 May 2021**.

Any requests for an organisational uplift should be sent to the following address:  
[ascontracts@bcpcouncil.gov.uk](mailto:ascontracts@bcpcouncil.gov.uk)

### **Section 117 payments**

For placements funded under Section 117 of the Mental Health Act, as these placements are jointly funded between the Council and NHS Dorset CCG, the above fee rates will apply. Any change to the fee must be jointly agreed by both the Council and NHS Dorset CCG.

### **Funded Nursing Care Contributions**

The funded nursing care (FNC) contribution rates (i.e. the rates for eligible care home residents assessed to require the help of a registered nurse) and Section 117 Mental Health Act are currently set by the Department of Health as:

- £187.60 per week (standard) and
- £258.08 per week (higher rate for those people who were already on the higher rate in 2007 when the single band was introduced).

Payment of the FNC is a National Health Service responsibility and so eligibility is determined and administered directly by the relevant NHS Clinical Commissioning Group (CCG). All queries relating to these contributions should be directed to the relevant Clinical Commissioning Group and not the Local Authority. Any withdrawal of FNC funding by the CCG should **not** be sought from the Local Authority.

### **Third Party Contributions**

Please note that the fee increases to be applied by the Council (as detailed earlier in this letter) should reduce the amount of any Third Party's contribution in the first instance. For example, where the total placement cost paid in 2020-2021 is £600.00 per week and includes a third party contribution of £35, this composition will be changed as follows:

	<b>2020-2021</b>	<b>2021-2022</b>
BPC Council	£565.00 per week	£575.00 per week
Third party contribution	<u>£ 35.00 per week</u>	<u>£ 25.00 per week</u>
	£600.00 per week	£600.00 per week

May I take this opportunity to remind you that **all** amendments to fee levels **must** be approved by the service user's care manager prior to commencement, and that third-party top-ups should not be retrospectively introduced, or increased without the involvement of the care manager. To do so will be considered a serious breach of contract, and the Council will not accept liability for any third party contribution that has not been approved by the Council.

### **Service User Contributions**

Service user contributions will be changed from the week commencing Monday 12th April 2021 in line with the increase in State Benefits. Service users or their agents and providers will be notified individually of their revised contributions payable from 12 April.

The statutory personal expenses allowance for residential care for 2021-2022 has been confirmed by the Department of Health as remaining at £24.90 per week.

The capital limits also remain at their current level (i.e. lower capital limit £14,250 and upper capital limit £23,250)

### **Payment Arrears**

Please can I remind you to notify the Council where a service user and/or third party is not paying their contribution within the required timeframe. In accordance with your terms of contract, you must notify the Council of any debt accrued **within 28 days of non-payment** and be able to evidence that you have actively tried to recover this money.

### **Reporting the Death of a Service User**

Please can I remind you that the Council should be notified of a service user's death within 24 hours of the death. This requirement is in accordance with Clause 13.1 – Death of a Service User of the Supplemental Terms and Conditions, and failure to comply will be considered a breach of contract.

## **Useful Contact Information:**

I thought it would be helpful to provide you with some useful contact information so that if you have any queries or concerns you know who to contact.

- Our **Contracts Team** deals with all matters pertaining to your terms and conditions of contract with BCP. The Team is also responsible for keeping your information up-to-date, e.g. contact details, registration information, insurance policies, etc. It's important that you let us know if any of your details change, particularly in relation to any legal changes such as change of ownership.

Should you want to let us know about any changes or have a query regarding your contract now or in the future, please use the following contact:

E-mail: [ascontracts@bcpcouncil.gov.uk](mailto:ascontracts@bcpcouncil.gov.uk)

- Our **Service Improvement Team** monitor our care homes to ensure compliance with the Framework Agreement service specification, and also importantly to support and offer advice and guidance in relation to quality and good practice requirements. Should you have any questions or concerns, please contact our team on:

E-mail: [serviceimprovementteam@bcpcouncil.gov.uk](mailto:serviceimprovementteam@bcpcouncil.gov.uk)

- Our **Adult Social Care Contact Centre** is available should you wish to contact us outside of working hours or wish to make a complaint. They can be contacted as follows:

- (a) Contact Centre: Tel 01202 123654 (during the working hours/daytime)
- (b) Emergency Duty Team: Tel: 0300 123 9895 (outside of working hours)

E-mail: [asc.contactcentre@bcpcouncil.gov.uk](mailto:asc.contactcentre@bcpcouncil.gov.uk)

These contact details can also be found on My Life My Care and via the BCP Council website using the following hyperlink: <https://www.poole.gov.uk/social-care-and-health/help-for-adults/adult-social-care-contacts/>

- Our **Learning & Development Officer**, Jack Christopher, is responsible for assisting all independent, voluntary and private providers within the BCP area with their learning and development needs. He offers consultations, training needs analysis, training, advice and help with recruitment. If you think that Jack can be of help to you, he can be contacted as follows:

Tel: 01202 127338  
 Mobile: 07785 745939  
 Email: [jack.christopher@bcpcouncil.gov.uk](mailto:jack.christopher@bcpcouncil.gov.uk)

- Our **Provider Engagement Team** offer general advice and information to our care providers. This includes issuing quarterly bulletins, providing advice and guidance regarding latest legislation and keeping them up-to-date on 'hot' topics. They also lead for BCP on the Proud to Care campaign. Should you wish to contact them, please use the following address:

Email: [provider.engagement@bcpcouncil.gov.uk](mailto:provider.engagement@bcpcouncil.gov.uk)

## **General**

I would like to take the opportunity of reminding you about the following:

- Adult Social Care Workforce Data Set (ASC-WDS) (Previously National Minimum Data Set) (NMDS-SC)

The strategic commissioning of adults and older people services in Bournemouth, Poole and Christchurch aim to provide a wide spectrum of support services that enable older and vulnerable individuals to stay as independent as possible in their own homes, and to ensure that when in residential care, residents have access to a range of good quality provision that provides a home which can address their needs and is in a locality of their choice, wherever possible.

Care providers across the country often experience difficulties in recruiting, which in turn affects the availability of care to people who could be living independently at home, or in care homes. The Council and CCG want to address this issue by making people aware of how rewarding and worthwhile care work is as career choice, and encouraging the positive image that care deserves.

To support this work, the Council and CCG have adopted the Skills for Care Adult Social Care Workforce Data Set (ASC-WDS) which is an online database which holds data on the adult social care workforce. It provides information on the size and structure of the whole adult social care sector including: types of care services that are provided; how much care provision there is; and a detailed picture of the workforce.

The Council would welcome Providers to support and participate in this initiative. If you are interested, please contact Skills for Care to find out about raising an account or for further information on how your data will be migrated to the new system. Do remember that if you complete the ASD-WDS you may be able to access Workforce Development Fund to support your workforce's development. For further information contact Partners in Care [picare@bpc.ac.uk](mailto:picare@bpc.ac.uk)

- Proud to Care in Bournemouth, Christchurch and Poole

"Proud to Care" is a campaign for celebrating the care & support workforce and for supporting recruitment and career development. There are a number of initiatives planned with providers to include social media campaigns, recruitment events, and training and development events. Please look out for information about these initiatives (sent from our Provider Engagement or Commissioning officers) and we would welcome your participation.

Lastly, I would like to take the opportunity of thanking you and your staff for your support and ongoing commitment to providing care to our service users across the BCP area, particularly during this difficult and challenging time of the Coronavirus pandemic.

I hope this letter clearly sets out the relevant information for 2021-22, but should you have any queries regarding the letter's content, please do not hesitate to contact our Contracts section at the address shown above.

Yours sincerely

A handwritten signature in black ink, appearing to read 'P. Hornsby'. The signature is written in a cursive style with a large initial 'P' and a long, sweeping underline.

**Phil Hornsby**  
**Director – Adult Social Care Commissioning**  
**BCP Council**