

<p>Integrated Resource Framework Programme Phase 2 Project Progress Report to Steering Group</p>		
<p>Project East Ayrshire CHP – Support to Adults with complex and intensive needs</p>		<p>Project Lead/(s): Alison Findlay- Senior Manager, East Ayrshire Council Linda Boyd- Health Care Manager, NHS Ayrshire & Arran</p>
<p>Author of Report: J McCreath, J Kerr, D Jarrett</p>		<p>Date: 17/08/10 Date approved:</p>
<p>Approved by Project Sponsor NO</p>		
<p>Reporting Period:</p>	<p>From: 24/06/10</p>	<p>To: 17/08/10</p>
<p>Highlights in Period:</p>	<p>Team delivered workshops on the IRF project as part of the NHS Education Scotland National LD conference (25th June, Edinburgh. Drafting of final report has commenced</p>	
<p>Actions in period per implementation plan</p>	<p>Progress</p>	
<p>Disseminate data collection pro-forma</p>	<p>All expected forms have been returned. There has been an ongoing process of re-contacting staff in order to clarify some aspects of the information given.</p>	
<p>Analysis of returned data</p>	<p>Initial analysis of quantitative data from pro-formas has been undertaken, with some additional work to be completed by a Health Economist (Marissa Collins).</p>	
<p>Disseminate regular update to staff</p>	<p>Last update was disseminated in July. With the focus currently being on write-up, we would not anticipate another being circulated until completion of that process (October)..</p>	
<p>Maintain links with carer/client groups</p>	<p>Large scale engagement with carers around the IRF agenda remains very much a priority for the period post circulation of the report, however the IRF team is currently seeking to engage with a CHP carers forum which has recently been set up</p>	
<p>Undertake focus groups/interviews in order to provide scope for staff experience to inform IRF agenda</p>	<p>Analysis of focus group/interview material is underway. Group discussions with OTs in health and local authority, and local area coordinators were organised and undertaken within the last 4-5weeks.</p>	
<p>Comments on variations from plan:</p> <p>NA</p>		
<p>Risks & Issues identified & how dealt with : Due to workforce issues over the course of May/June, the project is behind schedule. Current timetable for reporting on the project is delivery of a draft report end of August, and a final report for end September/start of October, for consideration by the CHP at their October meeting</p>		
<p>Any Workforce planning issues arising & how dealt with:</p> <p>The team continues to make good progress on remedying the slippage incurred by a range of issues experienced by members, however the absence of J Kerr from the team continues to be keenly felt, and our best wishes go to her for her recovery.</p>		

Actions planned for the next 2 months:

Continued detailed analysis of form data,
Continue write up of final report and drafting of recommendations

Decisions required from the Steering Group:

Support of planned activity

Overall Status of Project at time of reporting – please tick appropriate box (✓)

On Target	Slippage occurred, but rectifiable	Material slippage, overall project objectives in jeopardy
	✓	