

Schedule 7: Out of Area

- 1 Where a Service User is placed outside the Authority's administrative area (an "out of area" or an "out of county" Placement) the Service Provider shall ensure that the Service User has access to their nominated independent advocate or Representative. If the Service User has not appointed an independent advocate or Representative the Service Provider must inform the Authorised Officer. The Service Provider must facilitate contact between the Service User and the nominated independent advocate or Representative. The Service Provider must inform the Authorised Officer of any changes to the Service User's nominated independent advocate or Representative.
- 2 In order to prevent unequal price uplifts in neighbouring or other local authority areas, the rate uplifts published by the Authority shall not be applied to Placements made outside of the Authority's administrative area. Instead, the Authority will honour the host authority price uplifts upon receipt of confirmation of the host authority price uplift in accordance with paragraph 1.3 of Schedule 4.
- 3 Where the Service Provider's Home is located out of the Authority's administrative area as an "out of county" arrangement to provide Services through a Placement to any Service User where the Authority is responsible for some or all of the payment for Services:
 - (a) in line with the requirements of the Care Act 2014 concerning the commissioning of residential care services and service user finances; and/or
 - (b) to allow the Authority to efficiently action any legitimate uplifts in fees payable to the Service Provider for Services and to prevent delays impacting on Service User care the Authority requires:
 - (i) the Service Provider to comply with paragraph 1.3 of Schedule 4 (Charges and Payment) concerning the Service Provider being made aware that the relevant local authority (in whose administrative area the Home is located) has reviewed its fees for services the same as or substantially similar to the Services and applied an uplift; and
 - (ii) notification to the Authority (to the same e-mail address to which the Service Provider submitted the Contract Acceptance Form unless otherwise notified in writing by the Authority) advising of:
 - (A) name of the Home;
 - (B) address of the Home;
 - (C) Service Provider head office (both name and address);
 - (D) contact number;

- (E) initials of Authority-funded Service Users;
- (F) name of host local authority;
- (G) evidence of the Service User's host local authority fee rates for the relevant Contract Year e.g. letter or e-mail communication from the host local authority advising of an increase; and
- (H) date of proposed uplift.