

Appendix C: IMCA accommodation checklist

When involved in accommodation decisions an IMCA should:

- Contact the decision-maker, set time scales and clarify their role.
 - Meet the client – try to discover their wishes and preferences and what is important to them.
 - Explore how you and others can enable the client to be as involved as much as possible in the decision making process.
 - Consult with friends, family, carers, key staff, occupational therapists, nurses, doctors etc.
 - Read the current community care assessment, care plan and nursing needs assessments and check whether they include the person's preferences.
 - Access any assessment and care plans produced by the service in relation to the individual, along with general information about the service produced by the service (e.g. its brochure).
 - Check whether block funding/blanket policies are restricting options.
 - Check if less restrictive options, including supporting the person to remain in their home, have been fully considered.
 - Visit proposed homes (if possible with the person) and read any CQC reports.
 - Try to evidence that the support identified in the care plan will be provided. For example, does the care service have particular expertise, or are they providing similar support to someone with similar needs?
 - Explore what alternative options exist.
 - Establish whether the new service has good information about the person's history, interests and wishes. If not, consider providing a summary.
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