

Features of the Pack

This pack has been developed to help service users and carers to be more in control of all aspects of their short break/respice care by increasing their knowledge about what's available or possible.

By using the different resources in the pack:

- carers and service users will be better able to plan short breaks which are right for them and which best meet their needs and wishes
- care managers will be better able to get very clear and detailed information about the features of short breaks that will best meet the needs and wishes of carers and care recipients
- carers, service users and care managers will have better information to review outcomes from the short breaks and the extent to which short breaks meet the needs and wishes which were identified

In addition, the Pack will enable information to be recorded which will:

- help local councils to improve commissioning and delivery of short break services
- help national government to have a fuller overall picture of service improvement and development

Different ways people plan their short breaks:

- Sometimes service users and carers plan their short breaks together
- Sometimes service users plan their own short breaks and then discuss it with their carers and/or their 'care manager'
- Sometimes carers do most of the planning for the person they care for
- Sometimes service users plan and pay for their own short breaks
- Sometimes carers want to plan their own short break
- Sometimes people fund the break themselves
- Sometimes people seek support from their local authority

You can use the Planner in any of these situations.

One of the aims for the Pack is that it is self supporting. This is to enable carers and service users to have as much control as possible over their short breaks. Carers and service users are encouraged to use the materials to prepare before they meet with their Care Manager to agree their short break.

Some people will need help to use these materials particularly if they have communication difficulties. This will apply especially to the 'My Ideal Break' exercise and the 'Short Break Planners' where help may be required to enable people to express their feelings and needs. Please feel free to use these materials alongside any tools or techniques that are designed for this purpose.

Shared Care Scotland will be able to provide telephone support and Carers Centres and other organisations may also be able to provide support. Informal sources of support would include friends, family members, advocates and support workers. However, the design and content of the Pack should mean that it is straightforward to use.

People who arrange and self fund their own short breaks will be able to access and use the sections which they need.