

Sutton Housing Partnership Limited

Specialist Equipment Policy

Company Registration Number: 05589014

OUR VISION

“By listening to and involving our residents and others, Sutton Housing Partnership will create and maintain **neighbourhoods where people feel at home**”



Specialist Equipment Policy

Policy statement	<p>Sutton Housing Partnership (SHP), manages a number of sheltered housing schemes across Sutton as well as an extra care scheme, Crownbourne Court on behalf of London Borough of Sutton (LBS).</p> <p>Within a number of these schemes specialist equipment has been provided for the benefit of residents and other older people living within the wider community.</p> <p>SHP intends that this specialist equipment will be the subject of fair and transparent guidance in respect of how it will be used, managed and maintained.</p>
Objectives	<p>The objective of the policy is to ensure that Sutton Housing Partnership adopts a consistent, fair and transparent approach in the way it manages the use of and access to specialist equipment.</p>
Scope	<p>This document explains how Sutton Housing Partnership will manage specialist equipment and its use, situated within all communal areas of sheltered housing schemes.</p> <p>With the exception of Telecare equipment, the policy does not apply to equipment situated within private accommodation within the schemes.</p>
Definitions	<p>Specialist equipment, for the purpose of this policy is defined as equipment that is provided to meet the specific needs of a particular client group, for which training is normally required for the safe operation of the equipment.</p> <p>The definition might include (but is not exclusive to), equipment such as:</p> <ul style="list-style-type: none">• Telecare equipment (alarms, pendants, monitors, sensors etc.)• Assisted bathing equipment• Hoists
The provision of specialist equipment	<p>Where a scheme has been identified as an 'extra care' scheme it is common for specialist equipment such as bathing facilities to be installed for the benefit of very frail residents. In addition, this equipment may be available in other sheltered housing schemes. This will normally be the responsibility of LBS at the request of Sutton Housing Partnership, Occupational Therapy Department or Homecare services.</p>

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	<p>This equipment remains the responsibility of LBS as landlord, though will normally be managed by SHP as support provider and housing manager. SHP will as manager take responsibility for ensuring the regular maintenance of the equipment situated within communal areas only, and will undertake to maintain a schedule of checks and maintenance visits to ensure the safe working of this equipment.</p> <p>Where repairs are required this will be dealt with under the normal repairs policy held by SHP.</p> <p>The responsibility for the maintenance of specialist equipment situated within private accommodation will remain the responsibility of the commissioner of these services or the tenant where this has not been commissioned as a result of a care package.</p>
Use of equipment	<p>SHP staff are not registered to provide personal care. As such there is no expectation that they will be required to undertake training in the use of equipment used to provide such care services (bathing, hoists etc.).</p> <p>Staff who are registered to provide care and wish to use this specialist equipment will only be permitted to do so after appropriate risk assessments and training have been provided. This training and risk assessment remains the responsibility of the employer of such care staff. Confirmation that such training has taken place must be provided to the Sheltered Housing Officer responsible for the scheme and this will be held on file. Similarly, copies of all risk assessments must be made available to SHP staff and held on file.</p> <p>Where other equipment is in use (for non-personal care use), but located within private accommodation, SHP staff will normally be enabled to use this safely and appropriately through training.</p> <p>Residents may not normally use specialist equipment without the support of staff trained in the use of it. Where a resident wishes to make use of specialist equipment situated within communal areas this will be the subject of a referral to the appropriate agency (Social Services, Occupational Therapy, Homecare etc.).</p> <p>In certain circumstances, it may be agreed between LBS, SHP and other statutory services that access to specialist equipment should be made available to other older people living in the wider community. This will always be the subject</p>

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	<p>of a formal agreement to which SHP will be party, and will only be agreed where the security and safety of existing residents is maintained appropriately.</p> <p>SHP will not take responsibility for any injury, or accident caused by the use of specialist equipment where this is as a result of misuse or lack of appropriate training for which it has no control.</p>
Equality and Diversity	<p>This policy and associated procedures will apply to all.</p> <p>SHP is committed to promoting equality of opportunity and to eliminating unlawful discrimination on the grounds of race, age, disability, gender, sexual orientation, religion, belief, class, financial status and any other difference that can lead to discrimination or unfair treatment.</p>
Related Documents	<p>The following documents are available to support this Policy:</p> <ul style="list-style-type: none">• Sheltered Housing Procedure Guide• Use of specialist equipment – Our Policy Explained