

East Riding of Yorkshire & Hull Wheelchair Services Eligibility Criteria

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Originator NRS Healthcare in conjunction with Blatchford Clinical Services, East Riding of Yorkshire and Hull Clinical Commissioning Groups.

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	Section	Additions
To include East Riding of Yorkshire	Entire document	Created the document to ensure inclusive of Hull and East Riding wheelchair users
ERY and Hull commissioner requested changes	3.5	Amended description regarding provision of trays
	Title page	Updated contributors
	1	Addition of Rehabilitation Engineer
	2.2e	Clarification on buggies for postural needs under 36 months.
	2.13	Rewording of lost and stolen equipment funding.
		Exclusion for use only at work moved from Active Users section to Exclusions section 5
	9.2.	Reclining buggy criteria clarified
	10.4	Added provision of dual access controls
	10.5	Clarification power packs
	11.1	Reworded for clarity
	13	Hidden disabilities. Added as new section
	15.4	Added clarity around repair of accessories purchased through PWB.
	App 4	PWB info added Imbedded FAQ document, section 1 and section 2 assessment forms
	Section	Omissions
	2.3	Removal of 'Users will need to contact their General Practitioner's surgery for the relevant contact number'. To minimise signposting to GP where not essential.
	2.4	Removed as not relevant given that short term needs are already covered.
	4.4	Removal of process to request funding from CCG outside eligibility criteria on the basis this has not been used to date and the PWB should cover these cases.
	6.1	Deleted as this does not add any benefit to this document
	7.4	Deleted as this does not add any benefit to this document
	9	Guidance on under 18 yr olds attending appointments removed as this is not part of the criteria and therefore not relevant to this document
	9.9	Removal of "Indoor 'posturally supportive static seating': The Community Care Equipment Service no longer provides static seating systems, such as the Triton chairs or X:Panda chairs, where the needs can be met as part of the holistic Wheelchair Service assessment within a suitable wheelchair and seating system."
	10.2	Removal of EPIC terminology and clarification of criteria
	10.3	Removal of EPIOC terminology and clarification of criteria
	10.6 & 10.7	Deleted as this is covered in 10.5

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1. Introduction

The Wheelchair Service is based at;

11 Reed Street, Hull, HU2 8JJ Telephone: 0344 8936375

The centre provides a wheelchair service to residents who are registered with a Hull or East Riding of Yorkshire (ERY) CCG General Practitioner or who are not registered with any GP and resident within the Hull or ERY geographical boundaries.

HMP Hull and Wolds Prisons. The service is responsible for the provision of wheelchairs and associated equipment to the residents of these establishments. All wheelchairs/equipment provided will meet the health and safety requirements of the Prison.

National Health Service (NHS) hospital treatment is free for people who live in the United Kingdom (UK) and is not based on British nationality or the past or present payment of National Insurance contributions or UK taxes. Under the current regulations, visitors to the UK are liable to pay for NHS hospital treatment. Treatment in A&E is free but once a person is made an inpatient, or given an outpatient appointment, all treatment is chargeable.

This document has been written as an appendix to both Hull CCG and ERY CCG, Accessing the Community Care Equipment Service: policy for prescribers: 2016. It is for the benefit of service users, parents, carers and health care and social care professionals. It aims to clearly outline the services and equipment choices that our users are eligible to receive. It is also an essential reference document for clinicians working within the wheelchair service.

The contents of this document have been agreed by the ERY and Hull CCGs.

The Clinical Service and the and Approved Repair Contract in ERY and Hull will be delivered by NRS who hold the main Community Equipment

Staff members working in the Centre and other health care professionals referred to in this document include:

Service Manager

Wheelchair Clinical Lead

Occupational Therapist (OT)

Physiotherapist (PT)

Rehabilitation Engineer (RE)

Technical Instructor (TI)

General Practitioner (GP)

Wheelchair Service Clinician (OT, PT, RE or TI)

2. General Conditions

2.1 New referrals will only be accepted from health or social care professionals, including therapists, medics, nursing staff and GP's. Self-referrals will be accepted from those service users who are already in possession of a prescribed wheelchair.

Information is available on our website <https://www.nrshealthcare.com/wheelchair/>

Referral forms can be located on the IRIS website, at the above NRS website, they are also attached to the end of this document or please call 0344 8936375

2.2 Service users may be issued with a wheelchair, from the age of 36 months onwards by the wheelchair service, if they:

- a) Require a chair for short term purposes i.e.
 - following an episode of acute clinical intervention to support a hospital discharge
 - where extensive repair work is required to a wheelchair which is on long-term loan to a service user

- the service user is awaiting the delivery of a long-term loan wheelchair.
- b) Require a wheelchair for long term use;
 - longer than 6 months and,
 - can demonstrate that they would use a wheelchair at least three times a week.
- c) Require a wheelchair as part of an end of life care plan
- d) Are children under 36 months who have significant postural and mobility needs that cannot be met by commercially available buggies.

2.3 Pressure redistributing cushions provided to be used in wheelchairs only, and not in furniture such as armchairs. Cushions for use in armchairs can be obtained from the Community Care Equipment Service via an authorised prescriber (Nurse, Occupational Therapist or Physiotherapist).

2.4 Existing users can self-refer for a re-assessment at any time.

2.5 Procedures governing the issue of wheelchairs and equipment to residents of care homes are set out in section 12

2.6 The user's permanent GP must be a constituent member of NHS ERY or Hull CCG.

2.7 Any requests made for the supply of equipment are subject to approval by the Wheelchair Clinical Lead/NRS Service Manager. Any specialist non-standard stock equipment will be subject to approval by the Wheelchair Specials Panel.

2.8 Any equipment issued by the Wheelchair Service is for use by the named user only and cannot be transferred to another user. **If this situation occurs, then the person making this decision will take responsibility in the case of an accident or injury.**

2.9 If any equipment is no longer required by the user, for whatever reason, it must be returned to the Wheelchair Service. The wheelchair may be returned to 11 Reed Street, Hull or a collection may be arranged. Please contact NRS on Tel: 0344 8936375

2.10 Repair and maintenance of wheelchair service issued equipment should be requested by contacting NRS Tel: 0344 8936375. Equipment should not be repaired or modified by other means without prior permission from the Wheelchair Service.

2.11 The NHS will maintain wheelchairs issued by the service but will not maintain accessories fitted to the wheelchair by users or other agencies. NHS will be responsible for maintenance and repair of essential parts/accessories that are supplied, any additional features e.g. phone holders and embellishments will be the responsibility of the user to maintain and repair.

2.12 The Wheelchair Service reserves the right to take appropriate action should it be apparent that a privately fitted accessory has contributed to a fault in the wheelchair or compromised safety. This action may include withdrawal of the wheelchair or a charge for any repair costs which have been incurred.

2.13 The Wheelchair Service will not replace any lost or stolen items; therefore, users are advised to take out the appropriate insurance cover. The Wheelchair Service reserves the right to make a claim against the user for lost or stolen equipment. For example, if a wheelchair is lost or damaged during an holiday we may ask you to make a claim on your insurance.

2.14 Equipment issued by the Wheelchair Service maybe recycled equipment that has been reconditioned to a high standard.

2.15 If repairs are required outside the service user's area, the service user they will be required to contact that local areas Wheelchair Service Approved repairers. Repairers details can be obtained by contacting NRS Tel: 0344 8936375

2.16 Repairs will only be conducted in the user's home or agreed location. The service does not provide any repairs outside the ERY or Hull boundaries nor any roadside assistance.

3. Manual Wheelchairs

3.1 Standard wheelchairs: Standard wheelchairs are supplied from a range of chairs held in stock by the Wheelchair Service. These will be supplied following triage of written referrals or ordered by a Wheelchair

Approved Referrer. These may be subject to assessment by a Wheelchair Service Clinician when required. The range is attached in Appendix 3 Prescribing Matrix.

3.2 Non-standard wheelchairs/special bespoke wheelchairs: This range of equipment will only be supplied following an assessment by a Wheelchair Clinician when primary clinical needs cannot be met by standard equipment.

3.3 Accessories: Accessories will only be supplied following approval by a Wheelchair Clinician or Approved Prescriber.

3.4 Standard modifications: Standard modifications will only be supplied following an assessment by a Wheelchair Clinician or Approved Prescriber. Any non-standard modifications will also be subject to a Risk Assessment carried out by the Wheelchair Clinician.

3.5 Trays will only **usually** be provided when required for postural reasons as determined by the Wheelchair Service staff. However, **trays may be provided where this is essential to support and maintain independence.** If a tray is required for education, work or day hospital etc. this provision can be considered as part of a Personal Wheelchair Budget the referrer should approach the appropriate authority for funding.

4. Criteria for The Supply of More Than One Wheelchair

4.1 The Wheelchair Service will only provide one wheelchair to meet the essential clinical needs. If a second wheelchair is requested, then the Wheelchair Service can support the service user to purchase via the Personal Wheelchair Budgets (PWB) process or can signpost users and their carers to other agencies. On occasions where the user requires a wheelchair upstairs and installation of a through-floor lift is not possible, the wheelchair service may offer a secondary basic wheelchair.

Service users who are issued a powered wheelchair will usually receive an additional backup manual wheelchair – exceptions to this will require clinical justification on a case by case basis and approved by the Commissioning CCG.

4.2 The service is not funded to supply wheelchairs purely for use in education, the exception to this will be via a Personal Wheelchair Budget. It is the responsibility of the Education Authority to fund equipment which enables the service user to access the curriculum.

4.3 The Wheelchair Service will liaise with appropriate stake holders to access charitable funding or engagement with Access to Work and Education

4.4 The Wheelchair Service cannot offer advice on private purchases but can support with assisting an individual's choice and control through the Personal Wheelchair Budget including the third-party option.

5. Exclusion Criteria

As per the Department of Health - Integrated Community Equipment Services: Community Equipment and Care homes 2004 equipment should be provided by the care home if it is the type of equipment often required by its users as part of its statement of purpose. Therefore, standard wheelchairs and wheelchair cushions will not be supplied to nursing and residential homes, short break settings and hospice facilities.

The exceptions to this may be:

- short-term loan (less than 6-months),
- to enable hospital discharge/ independence for short term illness/mobility,
- following any reablement / rehabilitation plan as agreed with specialist services such as the intermediate care and long-term conditions.

Any client requiring a wheelchair only for the purpose of their employment will not be eligible, however if they meet Wheelchair eligibility criteria, they can be considered for a Personal Wheelchair Budget. The Access to Work team should be contacted via 'Job Centre Plus for the wheelchair user's area.

Wheelchairs and associated equipment will not be provided for: -

- Solely managing challenging behaviour unless deemed clinically appropriate. (please see hidden disability section)
- To solely access the education curriculum unless via a personal wheelchair budget.
- Sporting activities only.
- In place of suitable static seating (unless postural management is required).
- Powered wheelchairs for outdoor use only, neither occupant controlled or attendant controlled unless via a personal wheelchair budget.

6. Active User Wheelchairs

Definition.

Active user chairs have a more flexible set up than the standard chairs and can be adjusted to meet the individual requirements of the user, so they can achieve greater independent mobility. They have quick release wheels and multiple axle positions. The chairs lend themselves to modification to maximise posture. High performance wheelchairs have the attributes of an Active user chair but are lighter weight with the ability to set in a very active position in compromise with stability to enable users to achieve maximum amount of independent mobility.

6.1 Prescription Criteria: Equipment of this category will be considered for issue when a client has clinical full time need that requires additional adjustability than is available in a standard wheelchair.

6.2 Modifications: Where clients require a supportive seating system, or modifications for postural support, these should be compatible with the active user wheelchair that is prescribed. If this is not possible then a compromise may have to be reached, and a more standard wheelchair issued, or a Personal Wheelchair budget considered.

7. Criteria for Non-Standard Cushions

7.1 Requests for a pressure-redistributing cushion to be provided direct from triage will require a Waterlow/ Braden Score assessment, which will be used in conjunction with the other information on the referral form. (The needs of the user will be assessed, and if clinically appropriate the requested cushion will be issued. Alternatively, a Wheelchair Clinician may undertake a further assessment. Wheelchair clinician's reserve the right to issue a suitable alternative cushion. Cushions for all risk levels may be issued. The cushions can be issued for use in NHS or privately purchased wheelchairs).

7.2 Requests from a referrer for the issue of a replacement cushion *can be accommodated if equipment is a like for like replacement which has been clinical triaged. If a deterioration in condition has been identified a Waterlow / Braden risk assessment is required prior to issue by a District Nurse or Tissue Viability Nurse.*

7.3 Users in care homes will be issued with non-standard cushions to suit their individual needs only for use in their prescribed wheelchair. - Standard cushions shall be provided by the care home at their own cost. Care home staff (or community nursing when applicable) will be responsible for the regular review of the Waterlow/ Braden score, and should be encouraged to contact the Wheelchair Service if needs change.

7.4 If a cushion is no longer required by the user, for whatever reason, it must be returned to the Approved Repairers or Wheelchair Service on Reed Street. It should under no circumstances be used in an armchair or given to another person or wheelchair user as this may be detrimental to their health and well-being.

8. Criteria for Posturally Supportive Seating

Postural Management and Pressure care provision

Postural management related to wheelchair provision and mobility, will be provided to any client eligible for, or in receipt of an NHS wheelchair, a wheelchair provided through the PWB route or a privately purchased wheelchair.

8.1 Posturally supportive seating is divided into two sections: -

- a) Standard and non-standard wheelchairs with postural off-the-shelf support.
- b) Custom contoured seating systems fitted to a wheelchair chassis.

8.2 Posturally supportive seating will only be supplied when standard and non-standard seating in standard or non-standard wheelchairs are unable to meet the user's needs following assessment by a Wheelchair Clinician.

Only one posturally supportive seating system will be supplied at any one time. Where the user is eligible for a second wheelchair, the service will endeavour to make the seating system transferrable between both wheelchairs.

8.3 Posturally supportive seating can be supplied for fitting into a private wheelchair at the discretion of the Wheelchair Service. This may also be considered under a Personal Wheelchair Budget

9. Guidelines for The Supply of Equipment for Children and Young People

9.1 Pushchairs and Buggies: These will not be issued to children under 36 months of age, except when special postural support is required, for example when a child's posture or postural control is not in line with developmental milestones.

9.2 Fully reclining buggies: fully reclining buggies will only be provided where clinically indicated, (this needs to meet significant medical needs such as significant seizures or epilepsy activity). Fully reclining buggies cannot be issued for personal care purposes only.

9.3 Standard Wheelchairs for Children: These will be supplied following a referral in accordance with the wheelchair criteria. Further assessment by a Wheelchair Clinician may be undertaken where deemed appropriate.

9.4 Double/tandem Buggies: These will only be supplied, along any necessary postural support, if both children have a disability affecting their mobility and meet the criteria for issue.

Where parents are requesting a double buggy for a child with a disability and a second child, a Personal Wheelchair Budget may be offered.

9.5 The wheelchair service does not provide rain covers, cozy toes, parasols and other such accessories, however, can be considered under Personal Wheelchair Budgets.

9.6 Powered Wheelchairs: These will be issued to children and young people who are unable to walk or self-propel functionally but are capable of independently controlling a powered wheelchair safely (see section 10). Indoor/outdoor powered wheelchairs may require close supervision as determined by the assessor.

9.7 Mobility Equipment for use in Education only: Mobility equipment for use to access the curriculum only is the responsibility of the Education Authority and not of the Wheelchair Service, however, can be considered under a Personal Wheelchair budget.

9.8 Cushions: Basic cushions will be supplied as required and non-standard cushions will be supplied after assessment by a Wheelchair Clinician. See section 7 for non-standard cushions.

9.9 Modifications: Written requests by a referrer must be made to the Wheelchair Clinician, however this can also be considered under a Personal Wheelchair Budget.

9.10 Assessment Visits to Schools: School clinics/ postural management clinics/ may be arranged subject demand and where clinically required.

Please Note: A list of each child to be assessed must be provided by the school to the Wheelchair Service/ School Therapist before the visit, together with full and relevant data on each child to be seen.

The school/ therapist will be responsible for informing the child's parents, and/or guardian of the intention to assess/reassess their child.

In some circumstances it may be more appropriate for the child and parents, therapist and/or guardian to be seen in clinic at the Wheelchair Service or at home, in which case a separate appointment will be made for this.

10. Powered Wheelchairs

10.1 All users will be subject to an assessment by a Wheelchair Clinician in order to determine if the user meets the eligibility criteria. This assessment will include physical ability, medical safety and mental agility required to drive a powered chair safely.

The service offers to supply a manual wheelchair as a back-up to any powered wheelchair prescription

10.2 Indoor Powered Wheelchair: The following criteria must be met:

- a) Significantly restricted mobility which includes the inability to walk consistently and functionally or propel manual wheelchair or be medically at risk to do so.
- b) Have sufficient visual, cognitive, perceptual ability, and no recurring loss of consciousness that would impede safe use of a power chair. exceptions to this will require clinical justified on a case by case basis and approved by Commissioning.
- c) Have a residential environment that is appropriate for/can be adapted for the use of the chair
- d) Have the ability to demonstrate, through a wheelchair driving test, that they have the insight, cognitive ability and suitable independent ability to operate a power chair safely and independently without assistance.
- e) Be able to ensure that the power chair will be maintained adequately either personally or by a carer. This includes the charging of the batteries.
- f) Agree to conditions of supply.

10.3 Indoor. Indoor /Outdoor Powered Wheelchair: The following criteria must be met:

- a) Meet the criteria for an indoor powered wheelchair as above, with the exception 10.3 section C.
- b) Have no medical conditions that would pose a danger to the user, pedestrians, or other road users and can comply with current DVLC requirements for motor vehicle drivers regarding the loss of consciousness (e.g. epilepsy).
- c) The user should have the visual acuity to read a car number plate from at least 40 feet 12 meters. To adhere to Class 3 vehicle visual standards.
- d) Have suitable facilities to enable independent access to the outdoor environment (e.g. a ramped access, area to store and charge)
- e) Have a local outside environment that is accessible to a power chair and is compatible with its use. For example. A safe surface to drive the chair on such as tarmac/concrete
- f) Have the ability to operate a power chair without assistance including ascending 2-inch kerbs, and dismounting kerbs backwards where appropriate.
- g) Have the capacity to derive significant improvement in their independence and quality of life through the use of a power chair (e.g. use the wheelchair regularly to go out for social engagements or shopping). h) If, subsequently, the user fails to meet any of these criteria, the wheelchair will be withdrawn. This may be determined by regular review.
- i) The assessor may seek further medical advice about individual users from their GP or consultant if necessary.

10.4 Dual Access Control

Dual Access controls may be considered by the wheelchair service if clinically indicated due to the needs of the client. For example, if they became unable to use the controls short term.

10.5 Power Packs

The wheelchair service will consider the provision of attendant controlled power packs if the following criteria is met:

- a) Carer must be able to take power pack on/off – unless explicitly stated that chair does not need to fold and will not be used on transport
- b) Power pack will not be provided to residents within care homes
- c) Where pushing the wheelchair is compromised because of the ability of the carer and the presentation of the client.

11. Repair & Maintenance

The NHS will pay for repair and maintenance, of the NHS commissioned wheelchair. For repair and maintenance of wheelchairs purchased via Personal Wheelchair Budget, notional plus top up or third party please see Section 3

12. Issue of Equipment to Care Homes

12.1 New referrals:

- i) **Self-propelling wheelchairs:** Section 2.2: General Conditions applies when the user is able to self-propel
- ii) **Attendant propelled wheelchairs:** It is the responsibility of the care home to provide transit wheelchairs for the portage of residents. These will only be issued in exceptional circumstances, if the resident has significant postural needs or significant modifications are required to the wheelchair.
- iii) **Powered wheelchairs:** These may be supplied if the resident is unable to self-propel and the user meets all the criteria for a powered wheelchair, as listed in section 10.

12.2 Existing users:

Wheelchair users who are no longer able to self-propel should be referred to the service for a reassessment of their needs.

Transit Wheelchair users who become resident of a nursing/care home should be referred to the service for reassessment of their needs.

12.3 Exclusions:

The Wheelchair Service will NOT supply the following:

- i) Wheelchairs for transferring residents around the care home.
- ii) In place of suitable static seating (unless postural management is required).
- iii) To take residents on outings by staff, relatives or carers on an ad hoc basis, on these occasions charitable short-term loan facilities should be used, or through a private wheelchair hire service
- iv) Pressure relieving cushions for use in armchairs.

12.4 Repair or collection of wheelchairs:

Wheelchairs will only be repaired when they are recorded as being issued by the Wheelchair Service to the resident currently using the wheelchair.

It is the responsibility of the care home to notify the Wheelchair Service when a wheelchair needs collecting if no longer required by the user or for repair.

If any equipment is no longer required, for whatever reason, it must be returned to the Wheelchair Service. It should under no circumstances be given to another person or wheelchair user as this may be detrimental to their health and well-being.

12.5 Liability:

The Wheelchair Service cannot be held responsible if a wheelchair is used by anyone other than the named resident for whom it was supplied.

Wheelchair Service equipment may only be used by the named resident to whom it was issued.

13. Hidden Disability

13.1 It is important to assess people at risk of serious harm, when walking, or pose, when walking, a risk of serious harm to themselves or any other person.

- a) To qualify under the criterion an applicant must have any enduring (lasting for a least three years) and substantial disability that means they are, during the course of a journey, at risk of harm, when walking, or pose, when walking, a risk of serious harm to themselves or any other person.
- b) The wheelchair services expect that, in the context of disabilities that are predominately non-visible (hidden) in nature, a risk of serious to self/ others could manifest as one or more of the following behaviours:
- c) Becoming physically aggressive towards others, possibly without intent or awareness of the impact their action may have;
- d) Refusing to walk altogether, dropping to the floor, or becoming a dead – weights;
- e) Wandering off or running away, possibly without awareness of surroundings or their associated risks (e.g. nearby roads, car park environments);
- f) Disobeying, ignoring and /or being unaware of clear instructions;
- g) Experiencing severe or overwhelming anxiety (e.g. through hypervigilance);
- h) Experiencing an overwhelming sense of fear of public/open/busy spaces;
- i) Experiencing serious harm or causing harm to others Avoiding some/all types of journeys due to the kinds of experiences listed above.

This list is not exhaustive, and wheelchair services / referring agency will need to satisfy themselves that the risk of serious harm to self/ others when walking, during the course of a journey, is caused by an enduring and substantial disability. In this context it is recognised that some of the listed behaviours as well as others, may be exhibited ordinarily by children who do not have any enduring or substantial disability. It is therefore important for Wheelchair Services to consider the extent of any such behaviours and/ or difficulties experienced by an applicant in relation to common developmental milestones

The expectation is prior to assessment that all other options in relation to safety and alternative equipment has been considered and investigated and can be evidenced, such a walking harnesses and behavioural therapy and there is clear evidence of this been the method of least restriction. Referrer will be responsible for ensuring consideration to DOLS and mental capacity requirements are considered prior to referral

14. Attaching Communication & Additional Aids to Wheelchairs

14.1 Companies providing additional aids are responsible for fitting these onto wheelchairs. E.g. mounting brackets, communication or feeding aid and environmental control switches.

For this reason, it is essential that the needs of the user regarding their additional aids must be included when a user is assessed for their wheelchair by the Wheelchair Service.

It is therefore essential that agencies assessing users for additional aids inform and liaise with the Wheelchair Service to ensure users' needs are met appropriately.

Once the additional aid has been attached to the wheelchair it is essential that the wheelchair undergoes a stability check within the manufacturer's guidelines and recommendations for safe set up. It is therefore not recommended to use the wheelchair until this is completed. The Wheelchair Service will manage stability check-up appropriate during initial handover; however, if any other agency fits a device, then the agency must take

responsibility of checking the stability themselves. If the wheelchair requires additional features to ensure its stability the costs must be met by the relevant authority or service.

14.2 The Wheelchair Service is unable to accept responsibility for wheelchair stability if any additional aids are fitted to the wheelchair. Each time an additional aid is fitted a stability risk check is required

15. Personal Wheelchair Budgets

15.1 All service users who meet the eligibility criteria will be offered a Personal Wheelchair Budget,

Definition.

The personal wheelchair budget model offers a clear framework for clinical commissioning groups (CCGs) to commission wheelchair services that are based on the health and wellbeing outcomes that people want to achieve, as well as care that is integrated around the person and their family. Personal wheelchair budgets enable postural and mobility needs to be included in wider care planning and can support people to access a wider choice of wheelchair. This can be done by pooling the money provided by the NHS to meet all the assessed clinical need with money from a range of health and social care as well as Access to Work grants

With a personal wheelchair budget, wheelchair users should expect to have:

- a personalised assessment where they are supported to identify the health and wellbeing outcomes, they wish to achieve
- a care plan which captures the health and wellbeing outcomes identified, which may be part of any wider care plans the person requires for their care, for example an Education, Health and Care (EHC) plan
- care that is integrated, meaning that different agencies work together to support their postural and mobility needs and achieve their health and wellbeing outcomes
- Information provided upfront about the amount of money available in their personal wheelchair budget and the options available to them locally to use it
- Information about the repair and maintenance of wheelchairs, if the option to purchase a wheelchair outside of the NHS commissioned service is taken.

15.2 Calculating the budget:

The Notional PWB amount will be based upon what it would cost the NHS to meet the person's assessed postural and mobility needs via the wheelchair service currently commissioned by their CCG.

For people who have additional health and social care needs, the personal wheelchair budget could be pooled with funding from other statutory services. (if this is agreed as meeting the persons assessed needs by all services involved and is cost effective.)

People can also choose to access non-statutory funding that may be available via voluntary, charitable organisations both nationally and locally.

A personal wheelchair budget can be managed in the following ways

Notional and Notional Plus personal wheelchair budget: This is where the person chooses to use their personal wheelchair budget within the NHS commissioned services and the service purchases and provides the chair. The Notional plus option also offers the option for contributions to the personal wheelchair budget to enhance the wheelchair people can access. This contribution may come from an integrated package with other agencies such as education, social care, a voluntary or charity organisation, or through self-pay.

Third party personal wheelchair budget: This is where the person chooses to use their personal wheelchair budget outside of NHS commissioned services. An independent provider receives the personal budget via invoicing the Wheelchair Service. This may also be contributed to as above.

15.3 Eligibility for Personal Wheelchair Budgets:

Personal wheelchair budgets will not be right for everyone. Once a person has been found eligible for a wheelchair, the Healthcare professional/ Wheelchair Services clinician will discuss with them the options for how this can be provided. Everyone should have an assessment focussed on the health and wellbeing outcomes and goals they wish to achieve and have the opportunity to have their wider needs considered.

The service will make every effort to provide a personal wheelchair budget to everyone who meets local wheelchair service eligibility criteria and who wants one. In some circumstances it is not appropriate to offer all the options for managing a personal wheelchair budget. For example, it may not be clinically appropriate for someone with rapidly changing, or very complex needs, to use their personal wheelchair budget outside of NHS commissioned services as regular adaptations and changes may be required which would be likely to require close monitoring and adjustment. They could however be offered a notional budget. Such decisions should be made on a case by case basis, rather than using set criteria that restrict people who have certain conditions or diagnoses from accessing the full range of options.

A Personal Wheelchair Budget will not be offered for a Short-Term Loan Wheelchair.

Power add ons/motors etc can be considered under the personal wheelchair budget scheme.

Wheelchair Power Seating Functions, elevating leg raiser and recline and power lift can be considered under personal wheelchair budget

15.4 Repair and Maintenance

The NHS will be responsible for maintenance and repair of essential parts/accessories that are supplied above the assessed clinical need, any additional features e.g. phone holders and embellishments will be responsibility of the wheelchair user to maintain and repair.

APPENDIX 1. LIST OF OTHER AGENCIES MENTIONED IN THE DOCUMENT

District Nursing Service	Contact wheelchair user's GP practice
NRS Healthcare	Tel: 0344 8936375
Driving Standards Agency (DSA)	email customer.services@dsa.gsi.gov.uk

APPENDIX 2 Referral forms

There are 2 referral forms

1. GP referral form
2. Accredited referrers and powered wheelchair referrals



M00061 ERY and Hull M00061 ERY and Hull
GP Wheelchair Referr Powered Wheelchair I

APPENDIX 3: Prescribing Matrix



Prescriber matrix
Final 160616.docx

APPENDIX 4: Personal Wheelchair Budget documents



M00472 H & ER
Personal Wheelchair :



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Personal Wheelchair :



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Personal Wheelchair t