POLICIES & PROCEDURES - DOCUMENT
C1 NEEDS ASSESSMENT

Why Do We Need This Document?
Prospective Service Users’ individual aspirations and needs are assessed.

**National Minimum Standard 2.1**
The registered manager can demonstrate that a prospective service user has received a full assessment of needs undertaken by people trained to do so, involving the prospective service user and using an appropriate communication method.

**Welsh Assembly Government Guidance S12.1**
The referral system should include the requirement for an assessment of the prospective Service User’s need.

Who Does This Document Cover?
- Care Managers & Social Workers
- Families
- Independent Advocates
- Service Users
- Shared Lives Carers

What Does This Document Cover?
1. The responsibility of West Wales Shared Lives to ensure that all prospective Service Users have a current comprehensive Needs Assessment (and Care Plan), which has been undertaken by a competent person with the active participation of the Service User and/or independent advocate.
2. Where Service Users are self-funding, the responsibility of West Wales Shared Lives to ensure that whoever has undertaken the needs assessments has the necessary skills and knowledge.
This document should also be read in conjunction with the following:

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**Relevant Legislation and Statutory Guidance**

- Fair Access to Care Services Guidance on Eligibility Criteria for Adult Social Care
- Care Standards Act 2000
- Adult Placement Regulations 2004
- National Minimum Standards 2004
- WAG Policy & Practice Guidance 2002

**Date Document Last Reviewed** | 05-2009

**Date Document Last Updated** | 

**Proposed Date Of Next Review** | 2018