

Ref No	Action
1.0	EPiC Principle 1: Identify Carers
1.1	Continue to celebrate Carers Week and use to help identify carers at an earlier opportunity.
1.2	Raise awareness by attending events for example flu fairs including rural flu fairs with leaflets and information for carers.
1.3	Promote EPiC as carer awareness training to all organisations with representatives on the Carers Strategy Group. Needs to be embedded in induction of SIC / NHS and other organisations that are members of the strategy group programme.
1.4	Check if EPiC can be put on the SIC i-learn & on the VAS website
1.5	Update information packs for young people in light of Act.
1.6	Ensure Young Carers Statements are embedded in GIRFEC process. Create separate sub group to look at this, who could also organise a young carers training day if required
1.7	VAS to establish if sibling group members were young carers. It was suggested that VAS could support a Young Person in the sibling group through the Young Carers Statement process to see if it works.
1.8	Audit numbers of GP surgeries familiar with and using the protocol.
1.9	Ensure process for hospitals to encourage staff to take a proactive role identifying carers is included in Admissions and Discharge protocol.
1.10	Ensure there are regular displays and poster campaigns in a variety of establishments including local shops, ferries, halls, ARI, GBH, Forrester Hill and all hospitals that Shetland residents use.

2.0	EPiC Principle2: To be supported and empowered to manage my caring role
2.1	Training for staff to carry out carer support plans (including Young Carer statements) including menu of info so all carers are aware of support available.
2.2	Further guidance for staff on conducting Carer Support Plans to be produced?
2.3	Produce guidance on how to record Adult Carer Support Plans on SWIFT.
2.4	Audit number of adult carer support plans conducted.
2.5	Monitor quality and outcomes for carers support plans through existing WYFY process.
2.6	Monitoring the amount of SDS resource to meet Carers outcomes.
2.7	Ensure that information about carer support plans are cascaded to their respective organisations.
2.8	Promote the use of emergency toolkit and emergency cards for carers to carers
2.9	Social Care to promote use of emergency cards with Carers to everyone they work with.
2.10	Promote income maximisation through referral to CAB for benefits checks at every opportunity.
3.0	EPiC Principle 3 – To be enabled to have a life outside caring
3.1	Third sector to continue applying for external funding for example the Shortbreaks Fund.
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3.3	Third sector to continue applying for external funding for example the Shortbreaks Fund.
3.4	Third sector to continue applying for external funding for example the Shortbreaks Fund - time to Live
3.5	Third sector to continue applying for external funding for example the Shortbreaks Fund - Creative Breaks
3.6	Third sector to continue applying for external funding for example the Shortbreaks Fund - Better Breaks
3.7	Ensure carers are aware of the range of support services such as day care, respite Alzheimer Scotland activities, befriending and Shetland Care Attendant Scheme.

3.8	Produce shortbreaks statement
3.9	Through support planning ensure carers who wish to access learning, volunteer and employment opportunities can do so by promoting in newsletter, and through website.
4.0	EPiC Principle 4: To be fully engaged in the planning and shaping of local services.
4.1	Seek views of carers and cared for people at their review and use this information in service planning.
4.2	Encourage more carers to come to the carer forum to discuss issues affecting them
4.3	Increase carer representation on the Strategy Group.
4.4	Recruit carer substitute for IJB
4.5	Ensure consultation of carers for any change in services which affect them.
5.0	EPiC Principle 5: To be free from disadvantage or discrimination related to their caring role
5.1	This Strategy and good carer support planning will assist in carers being free from disadvantage or discrimination. Promote the Carers Forum to carers who feel
6.0	EPiC Principle 6: To be recognised and valued as equal partners in care
6.1	Explore the use of the principles of the “Triangle of Care” for all carers.
42	Publicise and promote Carers Advocacy service to carers and professionals/other services.

Lead	Date	Progress Notes	Progress
VAS	Jun-20	Carers Week 2020.	satisfactory
VAS	Oct-20		satisfactory
All members of Carers Strategy Group		Key staff groups targeted, Workforce development kept data on Social Care staff trained. Link to course will be added to Carers website.	satisfactory
VAS & SIC Carers Lead	Apr-20	Permission to have the EPiC course on SIC iLearn in SCORM format has been sought from course owner. SIC cannot have an iLearn course which only contains a link to another course, as staff can open and close the iLearn course and a completion record is created as though have 'completed' the content that is actually hosted on iLearn without actually completing the external course. Carers Lead needs to contact the author (NES) to see if they would share content. HR have found in the past that NES are not willing to share content in this way, however, Council staff can access TURAS by creating a log in and complete any courses.	Requires action
Rhonda Simpson & Lesley Simpson	Apr-20		satisfactory
Rhonda Simpson & Lesley Simpson	Apr-20		satisfactory
VAS	Apr-20		satisfactory
VAS/ Primary Care	Apr-19		Requires action
Hospital Discharge project / Social Work	Jun-17	Health & Social Care Partnership and Acute sector successfully secured approximately £50k funding to deliver a one year project to ensure implementation of section 28 of the Act.	satisfactory
VAS	Quarterly from 2017	GBH are providing display space in the hospital – new boards have arrived but not aware if we can use them yet or not. Pursue through hospital discharge process.	Requires action

VAS & SIC Carers Lead	On-going	Need to ensure YCS are in process first	Requires action
SIC Carers Lead	Dec-19	The EpiC level 1 & 2 course will be adopted to feed into the roll out of support planning training.	Requires action
SIC Carers Lead	Dec-19	Adult Carer Support Plans are now included as part of the WYFY assessment documentation.	Requires action
VAS / SIC Carers Lead	On-going	This will be collected through the Carers Census	satisfactory
Information Team / SIC Carers Lead	Mar-19	Need to check if this is included in the key performance indicators for reporting on. Also is this in the requirements for the new SWIFT?	Requires action
SIC Carers Lead	Apr-19	How will this be monitored?	Requires action
Carers Strategy Group	Apr-18	Developed a suite of Carers information in relation to the Act. Distributed across organisations.	completed
Carers Strategy Group	On-going	Emergency planning training delivered in March 2018.	satisfactory
VAS		VAS produced emergency cards for Carers	Completed
Carers Strategy Group	On-going	Figures from CAB show that an extra £54,000 was collected in benefits by carers from April 17 – Feb 18 due to CAB interventions	satisfactory
Third Sector	On-going	Better breaks applied for April 20	satisfactory
VAS		Carers Act Transformation Support Fund- funding received Sept 18 £ 9500 to develop a shared database between VAS and SCAS to report on census.	satisfactory
VAS&SCAS	Jun-20	SCT money applied for VAS & SCAS	satisfactory
VAS	Jul-20	VAS to reapply for money for 20/21	satisfactory
VAS	May-20	VAS to reapply for 20/21	satisfactory
VAS	Nov-19	VAS applied, due to hear in Mar 20	satisfactory
Strategy Group	On-going	Duty of act to publish directory of services – Carers website updated to include this information, suite of carers information leaflets developed.	satisfactory

VAS & SIC Carers Lead		Short Breaks Statement under development – due Dec 2018. Now published on website	Completed
VAS / Carers Strategy Group	On-going	Cares Website underwent development to include this information. Support Planning training, Person Centred Planning training and Shetland Community Connections also support opportunities for learning, volunteering and employment. Everyone has a role in promoting this but VAS will continue to share on a rolling programme on their website.	satisfactory
SIC Carers Lead	On-going	Service user and Carer feedback sought through WYFY review process.	Requires action
VAS		Requested nominations from other strategy group member services that support carers.	
Strategy Group	Mar-20	Advertise in Spring newsletter. Not successful - need more than 2 carers on the group	Requires action
Strategy Group	Aug-19	May MacDonald is the sub for Jim guyan on the IJB	complete
All services	On-going	Carers Act now includes this as a duty – see above actions.	satisfactory
N/A	N/A	This is not really an action - there needs to be an opportunity for carers to feedback when they have felt disadvantaged or discriminated against.	requires action
		KH and CD met with Mental Health forum. Met with Karen Smith and have developed sub group including carers to take this forward.	satisfactory
Strategy Group	On-going	This is written into WYFY process. Advocacy strategy/plan for Shetland is under development.	satisfactory

