

## Template Contingency Plan (Insert name): My Covid-19 Contingency Plan

Contingency planning is a key part of any care and support planning process and it is likely that you will already have covered this when your direct payments were set up. However, in this difficult period there's a greater chance that care arrangements you have in place could break down due to sickness or self-isolation, so it's important that you're prepared for this eventuality.

Here is a list of things which may be relevant to you. It's important to consider each one and either discount it as not applicable to your situation or make a plan to manage it. Include other things you identify that you think need to be addressed. Keep this plan to hand so that you can easily refer to it.

If you need support to complete your contingency plan, contact your social care/direct payments support team.

<b>The essential things that I need to have support with on a daily basis</b>
<p>List the things included in your care and support plan. This will help people coming into your home see what care and support you need. For example:</p> <ol style="list-style-type: none"> <li>1. Support with all personal care</li> <li>2. Help with eating and drinking</li> <li>3. Help with medications</li> <li>4. Anything else that your paid personal assistants or unpaid carers usually help you with</li> </ol>

<b>Care and Support</b>	<b>What I will do if this happens</b>
My paid care workers are sick or not able to attend due to them self-isolating	<p>How many PA's do you have?</p> <p>If more than one, can they cover for each other, or do they perform specific tasks for you?</p> <p>Can other paid workers or unpaid carers help?</p>
My unpaid carers are sick or self-isolating	<p>Is there anyone else you could approach as a backup?</p> <p>Can any paid workers provide additional support?</p> <p>Is any additional funding needed for this?</p>
Both my paid care workers and unpaid carers are sick at the same time	<p>Which organisation or organisations could you contact to help support you?</p> <p>Does your plan already have back-up arrangements?</p> <p>If you use an agency do they have a back-up plan and if they do, what is it?</p>
I have specialist healthcare tasks that are usually carried out by my paid care workers or unpaid carers, who may not be available	<p>List the tasks you specifically need help with, for example tracheostomy care, continence care, medications etc.</p> <p>Which organisation or organisations could you contact to help support you?</p>
My care needs change as a result of becoming infected with Covid-19	<p>Contact NHS 111 for support. How will your paid care workers or unpaid carers know if your breathing has changed and will they know how to respond and when to seek emergency support?</p>

My paid care worker becomes unwell while working on a shift with me	Can you ask unpaid carers or friends to provide support at short notice? How will your rota need to be adjusted to cover for the paid care worker who is unwell? What additional personal protective equipment (PPE) may be required by someone new coming into your house?
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<b>What can be done to help with the following?</b>	
Getting routine prescription and medication supplies, including reserve supplies and rescue medication	Will your paid care workers or unpaid carers be able to get these for you in the usual way? If not, what can you put in place instead? Do any of your paid care workers or unpaid carers need to take on new responsibilities to manage this for you? Can volunteers help and how can you find out more about this?
Repair of specialist equipment e.g. hoists, electric wheelchairs	Make a list of all your equipment, who is responsible for repairs and how to contact them Find out if your suppliers can provide emergency repairs and how you will make arrangements with them
Supplies/consumables: ensuring regular supplies are maintained and additional supplies are readily accessible e.g. gloves, aprons, paper towels, vent circuits, suction catheters, incontinence pads	Make a list of your supplies and where they are kept, in case new paid care workers are coming into your home Do you have sufficient supplies of your regular consumables? Do you know who to contact in case your regular supplies are unavailable? Do you know who to contact if you need additional supplies to keep your carers safe in case you become infected with Covid-19
Arrangements for shielding e.g. food and essentials	Who could help with this? Can volunteers help and how can you find out more about this?
Plans for routine or follow-up appointments and tests e.g. regular blood tests	What routine appointments have been made that now may not happen or that you might need to cancel and reschedule? Do you need to talk about these with your doctor or nurse?

### Who can I contact in an emergency?

<b>Name</b>	<b>Their relationship to me</b>	<b>Contact details</b>