



Infection Control Grant return – 1st Instalment

To be completed and returned to West Sussex County Council on or before **Monday 22nd June 2020** declaring how the first instalment of the Adult Social Care Infection Control Fund is planned to be spent.

Please attach the completed page or copy and paste it into the email to contracts@westsussex.gov.uk

We cannot release the second instalment until this has been completed and returned.

All funding must be used for COVID-19 infection control measures, as suggested in the cover email, appropriate use of the grant is reiterated below:

- a) Ensuring that staff who are isolating in line with government guidance receive their normal wages while doing so. At the time of issuing this grant determination this included staff with suspected symptoms of COVID-19 awaiting a test, or any staff member for a period following a positive test.
- b) Ensuring, so far as possible, that members of staff work in only one care home. This includes staff who work for one provider across several homes or staff that work on a part time basis for multiple employers and includes agency staff (the principle being that the fewer locations that members of staff work the better;
- c) Limiting or cohorting staff to individual groups of residents or floors/wings, including segregation of COVID-19 positive residents;
- d) To support active recruitment of additional staff if they are needed to enable staff to work in only one care home or to work only with an assigned group of residents or only in specified areas of a care home, including by using and paying for staff who have chosen to temporarily return to practice, including those returning through the NHS returners programme. These staff can provide vital additional support to homes and underpin effective infection control while permanent staff are isolating or recovering from COVID-19.
- e) Steps to limit the use of public transport by members of staff. Where they do not have their own private vehicles, this could include encouraging walking and cycling to and from work and supporting this with the provision of changing facilities and rooms and secure bike storage or use of local taxi firms.
- f) Providing accommodation for staff who proactively choose to stay separately from their families in order to limit social interaction outside work. This may be provision on site or in partnership with local hotels.



Provider:

Name of care home:.....

Address of care home:.....

I confirm I am planning to spend the funding as follows. If 100% of the instalment is not used, the balance will be returned to the Council. I understand that use of this funding may be audited by the Council and I am required to keep all appropriate records of spending.

Use of Funding	%	Have you used the funding for this purpose so far? <small>*delete as appropriate</small>
Paying staff normal wages when isolating (a)		Y/N*
Measures to restrict staff movements (b, c , d,)		Y/N*
Measures to isolate residents within the care home (c)		Y/N*
Transport related costs (e)		Y/N*
Accommodation related costs (f)		Y/N*
Other – please specify		Y/N*
Total	100%	

Completed By: (Name)

Job Title:

Date completed: (insert date)