

Dear Sir/Madam

Thank you for your Freedom of Information request concerning wheelchair services.

The Trust can provide the following information:

Confirmation that the Wheelchair Service has published, service criteria-- **Yes**

A copy of the prescription criteria and procedural guidelines for the Wheelchair Service-- **See attachment – and link below**

Service leaflet on the Homerton Hospital Internet site-link below

<http://www.homerton.nhs.uk/our-services/wheelchair-services/>

The date of publication of this criteria and the planned date for review

This document forms part of our agreement with our commissioners and was last updated in February 2013. It will be reviewed again prior to our next commissioning round (April 1st 2014).

If you have any queries about this response please contact the information governance manager at foi@homerton.nhs.uk , in the first instance. If, following that, you still have any concerns, you may contact the Information Commissioner either by letter, FOI/EIR Complaints resolution, Wycliffe House, Water Lane, Wilmslow, Cheshire SM9 5AF, or by email www.informationcommissioner.gov.uk to take them further.

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Yours sincerely

James Cook
Information Governance Administrator

Matthew Hall
Information Governance Manager (Deputy Caldicott Guardian)

City & Hackney Wheelchair Service

**CRITERIA AND GUIDELINES
FOR ISSUE OF
WHEELCHAIRS
AND ASSOCIATED POSTURAL
SEATING EQUIPMENT**

City & Hackney Wheelchair Service
St. Leonard's, Nuttall Street
London N1 5LZ
Tel: 020 7683 4250 Fax: 0207613 5359

City & Hackney Wheelchair Service

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City & Hackney Wheelchair Service

Basic Criteria for Provision of Wheelchairs

The client must satisfy the following conditions in order to be eligible for provision of equipment by the Wheelchair Service:

- Have a medical condition which results in a long term, permanent need for a wheelchair.
- Requires a wheelchair for a minimum of three months.
- Requires the wheelchair for regular use
- Have no, or a reduced, ability to walk.
- Agree to the conditions of supply (refer to Information for Wheelchair Users).
- Either be able to independently propel the wheelchair or have carers who are able to push or supervise the use of the wheelchair safely.

Exclusions:

- Wheelchairs are not provided for use whilst in hospitals
- Wheelchairs will not be supplied to clients in Residential or Nursing Homes for attendant propelled use (refer to specific criteria).
- Wheelchairs are not provided for short-term loan

Referrals are accepted from GP's, Occupational Therapists, Physiotherapists, Rehabilitation/Therapy Assistants or Qualified Nurses. All referrals are screened by the Wheelchair Service. Clients requiring further specialist clinical assessment will be seen by a specialist therapist in the Wheelchair Clinic.

Priority is given to clients who have a terminal condition or history of falls.

City & Hackney Wheelchair Service

Criteria for Provision of Standard Attendant Propelled Wheelchairs

The client must satisfy the following conditions in order to be eligible for provision of an attendant propelled wheelchair by the Wheelchair Service:

Meet the basic criteria for provision of a wheelchair by City & Hackney Wheelchair Service.

- Has a named carer or relative who is medically fit and able to take responsibility for pushing the wheelchair.
- Transit attendant-propelled wheelchairs will not be supplied to clients in Residential or Nursing Homes (please refer to specific criteria).

Attendant propelled wheelchairs are intended to aid mobility and should not be used as a substitute for a suitable armchair.

City & Hackney Wheelchair Service

Criteria for Provision of Self Propelling Wheelchairs

The client must satisfy the following conditions in order to be eligible for provision a self propelling wheelchair by the Wheelchair Service:

Meet the basic criteria for provision of a wheelchair by City & Hackney Wheelchair Service.

- Be medically fit to self propel a wheelchair.
- Be assessed by an Occupational Therapist or Physiotherapist as capable of propelling the wheelchair for the necessary distance and being able to operate and manoeuvre the wheelchair safely, including use of the brakes and footrests.
- Demonstrate a satisfactory level of safety awareness for self and others within the environment in which the wheelchair will be used.
- Be able to transfer safely in and out of the chair, either independently or with assistance.

City & Hackney Wheelchair Service

Criteria for Provision of high specification wheelchairs

The client must satisfy the following conditions in order to be eligible for provision of a high specification by the Wheelchair Service:

Meet the criteria for the provision of a standard self propelling wheelchair.

- Client is an active and independent wheelchair user with an assessed potential to develop advanced wheelchair handling skills, such as, back wheel balancing and pushing long distances outdoors.
- Client is an independent car driver and needs to independently lift their wheelchair in/out of the car.
- Client has a medical condition and level of disability that means that a self-propelling wheelchair from the standard range is unsuitable for their mobility needs as assessed by the Wheelchair Service.

Please note:

Assessment for the provision of a high specification wheelchair will require a specialist clinical assessment at the wheelchair clinic.

The Wheelchair Service does NOT provide sports wheelchairs for specific sporting or leisure activities.

The Wheelchair Service voucher scheme is available for clients who do not meet the criteria for provision of a high specification wheelchair

City & Hackney Wheelchair Service

Criteria for Provision of Electrically Powered Indoor Wheelchairs (EPIC)

The client must satisfy the following conditions in order to be eligible for provision of an indoor powered wheelchair by the Wheelchair Service:

Meet the basic criteria for provision of a wheelchair by City & Hackney Wheelchair Service.

- Be unable to functionally walk or self propel a manual wheelchair within their home or have a medical condition which contra-indicates self-propelling of a wheelchair.
- Have a home environment that is suitable for powered mobility as assessed by the Wheelchair Service.

If the above criteria are met the client's ability to drive an indoor powered wheelchair will then be assessed by the Wheelchair Service. An indoor powered wheelchair will only be provided if the client is assessed as having the potential to use an indoor powered wheelchair safely and independently within the home environment.

Please note:

The Wheelchair Service may seek further medical advice about individual clients from their GP or relevant consultant if deemed necessary.

City & Hackney Wheelchair Service

Criteria for Provision of Electrically Powered Indoor/Outdoor Wheelchairs (EPIOC)

The client must satisfy the following conditions in order to be eligible for provision of an indoor/outdoor powered wheelchair by the Wheelchair Service:

Meet the basic criteria for provision of a wheelchair by City & Hackney Wheelchair Service.

- Be unable to functionally walk or self propel a manual wheelchair effectively within their home or have a medical condition which contra-indicates self-propelling.
- Have a home and outdoor environment that is suitable for powered mobility as assessed by the Wheelchair Service.

If the above criteria are met the client's ability to drive a powered indoor/outdoor wheelchair safely will then be assessed by the Wheelchair Service. A powered indoor/outdoor wheelchair will only be provided if the client is assessed as having the potential to use a powered indoor/outdoor wheelchair safely and independently or with minimal supervision within the home and outdoor environment (including road safety). Where supervision is required the supervisor's level of competence will be assessed.

Where a client meets the criteria for provision of a powered wheelchair and there are concerns about alcohol or substance misuse additional investigations and risk assessments may be undertaken prior to the commencement of assessment.

Please note:

- The Wheelchair Service will seek further medical advice about individual clients from their GP or relevant consultant as part of the initial assessment process.
- Powered indoor/outdoor wheelchairs are issued for full time permanent use both indoors and outdoor.
- Powered indoor/outdoor wheelchairs will NOT be provided for outdoor use only.
- Clients who can functionally walk indoors will not be eligible for issue of a powered indoor/outdoor wheelchair.
- Powered indoor/outdoor wheelchairs will NOT be provided for occasional use.

City & Hackney Wheelchair Service

Criteria for Provision of Wheelchairs for Residents of Nursing and Residential Homes

The client must satisfy the following conditions in order to be eligible for provision of equipment by the Wheelchair Service:

- Clients who are able to independently self propel a manual wheelchair or operate a powered wheelchair (See criteria for self-propelling wheelchairs and electric powered indoor wheelchairs).
- Clients who have complex postural seating needs and who cannot be seated in an arm chair.

Please note the following will not be provided for clients in Nursing and Residential Homes:

- Attendant propelled wheelchairs.
- Wheelchairs for occasional transit use / portering purposes.

Clients who are moving from their home into residential / nursing care who have an attendant propelled wheelchair will be required to return their wheelchair to the Wheelchair Service.

It is expected that residential and nursing homes will provide their own pool of wheelchairs for general purposes, including transit within the home and outings.

City & Hackney Wheelchair Service

Criteria for Provision of a Second Wheelchair

The client must satisfy the following conditions in order to be eligible for provision of a second wheelchair by the Wheelchair Service:

Meet the basic criteria for provision of a wheelchair by City & Hackney Wheelchair Service.

- Clients who have a powered wheelchair issued by the Wheelchair Service will be issued with a manual wheelchair for back up use.
- Where the client's home environment necessitates wheelchair use on two levels and it is not possible to transfer the wheelchair between levels.

Where the client meets the above criteria, the second wheelchair issued may not necessarily be the same model as the primary wheelchair.

City & Hackney Wheelchair Service

Guidelines for the Provision of Specific Accessories

Wheelchair accessories are only provided for a specific assessed clinical need.

Trays are provided for postural seating needs only.

Headrests are provided for postural seating needs only.

Harnessing and belts are provided for safety and postural seating purposes and not as a restraint.

Cushions for high level pressure relief or complex postural needs will require a specialist clinical assessment at the wheelchair clinic.

No additional equipment or accessories may be fitted by an external agency to a wheelchair provided by the Wheelchair Service without seeking prior consent as outlined in the conditions of loan.

City & Hackney Wheelchair Service

Guidelines for the Provision of Buggies and Wheelchairs for Children

The child must meet the basic criteria for provision of a wheelchair by City & Hackney Wheelchair Service.

Buggies will not be provided to children under the age of 36 months unless they have a severe postural seating need or require essential medical equipment to be carried as assessed by the Wheelchair Service.

Double buggies will only be provided when both children meet the basic criteria for provision.

The Wheelchair Service will not provide a buggy or wheelchair for a child who has behavioural problems only and no significant mobility problems.

Seatbelts and harnesses are provided for postural support and will not be issued for use as a means of controlling a child's behaviour.

The Wheelchair Service strives to provide equipment that is age appropriate for the child. In most cases this will mean that a child will be provided with a wheelchair, rather than a buggy, once they reach school age.

City & Hackney Wheelchair Service

Guidelines for Provision of Wheelchairs under the NHS Voucher Scheme

The client must satisfy the following conditions in order to be eligible for provision of equipment by the Wheelchair Service:

The client must meet the basic criteria for provision of a wheelchair by City & Hackney Wheelchair Service.

Vouchers issued will be either 'partnership' or 'independent'.

The client will need to attend the Wheelchair Service for clinical assessment to enable provision of a voucher.

The value of the voucher is based on the value of the wheelchair that has been prescribed for the client in accordance with the Wheelchair Service criteria.

No cash payments are issued as part of the voucher scheme.

Vouchers are issued for an agreed period of time.

City & Hackney Wheelchair Service

Guidelines for the use of User Purchased Accessories with Wheelchair Service Wheelchairs

This covers, though is not exclusive to, the following equipment:

- Power assist wheels
- Power pacs: attendant operated and occupant driven
- Stair climbers

The Wheelchair Service needs to consider the fitting of such equipment on a case by case basis. Guidance as to whether this equipment is compatible with the model of wheelchair and can be fitted and how this must be done will be provided by the Wheelchair Service. If the wheelchair required modifications to fit the accessory, the Wheelchair Service must approve these modifications prior to them being undertaken.

As the client will be privately purchasing the accessory they will also be responsible for the costs involved in modifying the wheelchair if required to meet the manufacturer's recommendations. The partnership option of the Voucher Scheme may be able to be utilised to do this.

The Wheelchair Service will reserve the right to remove the wheelchair from the clients use if they go against the above recommendations. Also the right to refuse a partnership voucher if the wheelchair fails to meet the clients clinical needs.

The Wheelchair Service will not take responsibility for any form of risk assessment relating to the use of the accessory as they have not been involved in the assessment for it. It is recommended that a full and detailed trial of the accessory be undertaken prior to purchase.

City & Hackney Wheelchair Service

Guidelines for Provision of Wheelchairs for Heavier Users.

The client must satisfy the following conditions in order to be eligible for provision of equipment by the Wheelchair Service:

Meet the basic criteria for provision of a wheelchair by City & Hackney Wheelchair Service.

The focus of the Wheelchair Service is on health promotion and the provision of a wheelchair will only be considered as a measure of last resort when all other efforts to promote mobility have not succeeded. In the case of clients referred who weigh more than 25 stone the Wheelchair Service will link its decision on provision of a wheelchair to the Obesity Pathway.

For clients over 25 stone, a heavy-duty wheelchair will need to be supplied to ensure the chair is safe for use. It should be noted that there is a considerable cost consideration in provision of these wheelchairs.

Attendant propelled chairs

- Pushing a heavier client in a heavy-duty wheelchair poses a significant risk of manual handling injury to the attendant. Where paid carers are pushing the wheelchair, the carers employer be required to carry out a risk assessment and send documentation of this to the Wheelchair Service.

Self propelled chairs

- Medical permission for self-propelling will be gained.
- If the self-propelling chair will, at times, also be pushed by an attendant, the risk assessment as described above will apply.

Powered indoor wheelchair or powered indoor/outdoor wheelchair

- The client must be eligible for a powered wheelchair.