I Service Definition

Introduction

Hostels for the Elderly provide communal living accommodation, organized programmes and round the clock staff support to elderly persons who are capable of self-care.

Purpose and objectives

The objectives of residential care services for the elderly are:

- to provide residential care and facilities for those who, for social and other reasons, are unable to live at home
- to promote the health of the elderly person as far as possible
- to meet the social and recreational needs of the residents and promote interpersonal relationships among residents.

Nature of service

The service is to be operated in compliance with “Residential Care Homes (Elderly Persons) Ordinance” and its subsidiary regulations and Code of Practice for Residential Care Homes (Elderly Persons) (October 2005, Revised Edition).

The following services are provided to residents within Hostels for the Elderly:

a) accommodation within shared rooms
b) provision of social work service such as assessment, counselling, referrals, organising activities etc.
c) provision of information to facilitate the residents in daily living
d) activities organised on a regular basis to meet the social and recreational needs of residents, to encourage residents to pursue their own interests, and to maintain contact with the community and families.
Target group

The target group is elderly persons who have social and housing need for the accommodation but are able to take care of themselves.

Eligibility criteria

Eligibility criteria for Hostels for the Elderly are:

- normally 65 years of age or over**
- have a housing or social need and are unable to live independently
- capable of personal hygiene and are able to manage activities of daily living
- physically and mentally suitable for communal living
- total household income not exceeding the financial criteria for normal application for public housing.

** Those aged 60 to 64 will continue to have access to the service subject to their meeting the admission criteria stated above.
II Performance Standards

The service operator will meet the following performance standards:

Outputs

<table>
<thead>
<tr>
<th>Output Standard</th>
<th>Output Indicator</th>
<th>Agreed Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Enrolment rate (i.e. all subvented places, including agency and SWD quota but</td>
<td>95%</td>
</tr>
<tr>
<td></td>
<td>exclude respite and emergency places) within one year***</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Rate of formulation of individual care plan within one year</td>
<td>90% of the residents within</td>
</tr>
<tr>
<td></td>
<td></td>
<td>one month and the rest within</td>
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<tr>
<td></td>
<td></td>
<td>three months after admission</td>
</tr>
<tr>
<td>3</td>
<td>Rate of individual care plans reviewed within one year</td>
<td>90%</td>
</tr>
</tbody>
</table>

Essential service requirements

- All services to comply with administrative guidelines such as the Guide for Referrals for Admission to Residential Care Homes for the Elderly.
- Staffing requirement includes registered social worker.

Quality

Service operators will meet the requirements of the 16 Service Quality Standards (SQSs).

*** In view of the phasing out of the service, there is need to exercise flexibility in assessing the enrolment rate.
III  **Obligations of SWD to Service Operators**

The SWD will undertake the duties set out in the General Obligations of SWD to Service Operators.

In addition, the SWD will meet the following service-specific standard of performance. The actual performance of the Department in relation to these obligations is expected to affect the ability of the service operator to meet its own required standards of performance.

To provide an appropriate referral from the Long Term Care Services Delivery System (LDS) Office within 5 working days of written notification of a vacancy, provided that a referral ready for admission is in hand. Should such a referral not be in hand, SWD will negotiate with the service operator as per Manual of Procedures on Registration and Allocation of Long Term Care Services and Guide for Referrals for Admission to Residential Care Homes for the Elderly.

IV  **Basis of Subvention**

The basis of subvention is set out in the offer and notification letters issued by the SWD to the agency.

The service unit is required to comply with the rules on the use of the social welfare subventions in accordance with the latest Lump Sum Grant Manual and circular letters in force issued by the SWD on subvention policies and procedures.