

## Harrow Shared Lives Scheme Policy & Procedure No. 3

### Matching

A Shared Lives (SL) arrangement can only be successful if the SL Carer is able to meet your needs and if you and the SL Carer and other people in their household all get on well together. The Harrow Shared Lives Scheme therefore gathers together all the important information about you and about our SL Carers and we use this to work out which Carers will suit you. This is known as matching.

#### How would this happen?

All our Shared Lives Carers have been properly assessed and trained by us before they are able to start working with you or anybody else who requires support. During this time we build up our knowledge of them and their families and of the skills they have.

Once we receive a referral for you, we start to build up our knowledge of you and the needs and wishes you have too.

These are the sorts of things we take in to account when working out which of our SL Carers might be suitable for you:

- your assessed needs and wishes
- the skills, knowledge and experience of the SL Carer
- the personal interests that you and the SL Carer have
- the location of the SL Carer's home
- the facilities and accommodation the SL Carer can offer you
- the cultures and/or faiths that are important to you and the SL Carer
- the security of the accommodation
- suitability of the accommodation
- Health & Safety of the accommodation/Living environment

If we find any SL Carers whose skills can be matched with your needs, we will give your representative information about all of them. The

information will be in a format that you can be easily understood. We will also give information about you to those Carers.

If you and/or your representative would then like to meet up with one or all of the SL Carers we will make arrangements for this. This enables you and the SL Carers to find out more about each other and to see for yourselves whether you have things in common after all. This kind of visit is called an introduction and is part of the matching process. An introduction will include an overnight stay with the SL Carer or suitable number of tea visits and day visits which allows you both to get to know each other better.

We will make sure that you and/or your representative understand the matching process and also that all our SL Carers understand it too. As it is so important that you and the SL Carer get on well together you will both have a say in whether the arrangement could be a suitable one. It will not cause a problem if either you or the SL Carer does not wish to go ahead with more introductory visits or with making a longer-term arrangement.

**See these other policies and procedures and documents for further information on:**

- Referrals
- Assessment of needs
- Introductions
- Recruitment and assessment of SL Carers
- Making choices and decisions
- Communication
- Equal opportunities