

## Provision of Services to People with an Intellectual Disability & Mental Illness - MOU & Guidelines

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**Functional Sub group** Clinical/ Patient Services - Mental Health

**Summary** This MOU and the accompanying Guidelines document are a joint agreement committing both NSW & ADHC to work in cooperation to promote a safe and coordinated system of care for people with intellectual disability and a mental illness.

**Replaces Doc. No.** Mental Health Services to People with Developmental Disabilities [PD2005\_039]

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**Applies to** Local Health Networks, Board Governed Statutory Health Corporations, Chief Executive Governed Statutory Health Corporations, Network Governed Statutory Health Corporations, Affiliated Health Organisations, Community Health Centres, Public Health Units, Public Hospitals

**Audience** NSW LHN Mental Health Service staff

**Distributed to** Public Health System, NSW Ambulance Service, NSW Department of Health

**Review date** 18-Jul-2012

**Policy Manual** Patient Matters

**File No.** 09/5041

**Status** Active

### Director-General

This Policy Directive may be varied, withdrawn or replaced at any time. Compliance with this directive is **mandatory** for NSW Health and is a condition of subsidy for public health organisations.

## **PROVISION OF SERVICES TO PEOPLE WITH AN INTELLECTUAL DISABILITY & MENTAL ILLNESS**

### **ADHC/Health Memorandum of Understanding**

#### **PURPOSE**

This policy:

- 1) Introduces the NSW Memorandum of Understanding between NSW Health and Ageing, Disability & Home Care (ADHC), Department of Human Services NSW.
- 2) Outlines what is required by both NSW Mental Health Services and Ageing, Disability & Home Care (ADHC) service staff in implementing the joint Memorandum of Understanding and accompanying Guidelines.

#### **MANDATORY REQUIREMENTS**

The Memorandum of Understanding is a joint agreement outlining collaborative service provision by NSW Health and Ageing, Disability & Home Care, Department of Human Services NSW for improving access to services for people with an intellectual disability and a mental illness in NSW.

The joint agreement (MOU) and the Guidelines by which it will be implemented aim to improve the interaction between the two government agencies by:

- Working to improve access to mental health and disability services.
- Ensuring no person from this population group experiences any discrimination in accessing services.
- Working to improve access and treatment outcomes for this population group and the support offered to their family and carers.
- Enabling working relationships based on a shared sense of responsibility for the provision of services to people whose needs overlap both agencies.
- Ensuring staff members are made aware of, and supported to access, resources and training that will further assist this population group.
- Developing parameters for a model for the sharing of data and information.

#### **IMPLEMENTATION**

##### **Health Services**

All Mental Health Services are required to work in collaboration with Ageing, Disability & Home Care service staff to:

- Establish local Area/Regional Joint Forums to assist in the implementation and ongoing facilitation of this Memorandum of Understanding and Guidelines.
- Ensure that the Terms of Reference, list of members and quarterly reports for the local Area/ Regional forum are provided to the Intellectual Disability Mental Health Working Group (IDMHWG).
- Ensure that the work of the local Area/ Regional Joint Forum is in accordance with the MOU and Guidelines such as:
  - Promoting access to services through a range of strategies, such as collaborative service delivery.
  - Developing local protocols detailing the precise mechanisms by which each agency will request the involvement of the other for acute care and immediate response.
  - Providing resolution to any dispute that may arise and identifies the mechanism for escalation on issues that cannot be resolved via the local forum.

**Roles and responsibilities of all mental health service staff:**

To ensure their work practices are consistent with the principles outlined in the Memorandum of Understanding and accompanying Guidelines.

**NSW Department of Health representatives**

Members of NSW Health and representatives of Area Mental Health Services will provide ongoing oversight of the implementation of the MOU and Guidelines in their role as members of the Intellectual Disability Mental Health Working Group (IDMHWG). It is the role of the IDMHWG to monitor the progress of this agreement.

The IDMHWG will also lead the implementation of the Memorandum of Understanding and will monitor and evaluate its success 18 months from the date of commencement. The results from this evaluation will be fed into the Policy review process.

**REVISION HISTORY**

Version	Approved by	Amendment notes
January 2011 (PD2011_001)	Director-General	Replaces PD2005_039 and outlines the requirements for NSW Health staff in implementing the MOU and their accompanying Guidelines.
October 1990 (PD2005_039)	Director-General	A new policy implementing the joint protocol between NSW Health and the then Department of Family and Community Services.

**ASSOCIATED DOCUMENTS**

1. ‘Guidelines for the Memorandum of Understanding between NSW Health & NSW Ageing, Disability & Home Care, Department of Human Services NSW’ *available from the NSW Health website:*  
[http://www.health.nsw.gov.au/pubs/2010/mouandguidelines\\_disabili.html](http://www.health.nsw.gov.au/pubs/2010/mouandguidelines_disabili.html)