

Schedule 5 – Implementation Plan

This Schedule sets out the Service Provider's Implementation Plan.

Service Provider Name	
PLA ID	
Program	Permanency Support Program

#	Activities	Readiness	Statement of Existing Capability	Plan to Achieve Full Capability	Transition Period Milestone	
1	Organisational Commitment					
1.1	Develop and/or refine your model of Therapeutic OOHC to reflect the NSW Therapeutic Care Framework and the Ten Essential Elements and embed in all policies, procedures and practices.					
1.2	Develop innovative and trauma informed services and programs and ensure treatment approaches are evidence-informed.					
1.3	Appropriately support staff, volunteers and/or carers to deliver ITC.					
1.4	Change Management Plan					
1.5	Foster Care Accreditation					
2	Therapeutic Specialist (TS)					
2.1	Employ Therapeutic Specialist(s) who are qualified and capable of providing the relevant Service Requirements					
2.2	Train Therapeutic Specialist(s) to ensure they are capable of providing the relevant Service Requirements					
2.3	Meet the minimum required resourcing intensity requirements of appropriately qualified and trained Therapeutic Specialist(s)					
3	Reflective Practice					

3.1	Embed routine reflective practice and/or group supervision for staff, volunteers and/or carers to improve skills and practice					
3.2	Continuous improvement of Practice by keeping abreast of latest evidence based/informed practice.					
4	Engagement, Participation, Inclusion of Children and Young People					
4.1	Active engagement and participation of the child or young person is embedded at the centre of everyday practice and clearly identifiable in the development and implementation of Case Plans					
4.2	Children and Young People are made aware of their rights, their voices are heard and they have avenues to raise issues with clear pathways for resolution.					
4.3	Facilitate contact, consultation, engagement and relationship building with family, kin, community and culture whenever possible.					
5	Client Mix					
5.1	Develop, document and embed robust and transparent decision making processes to achieve the best possible placement decisions across the suite of ITC services for Children and Young People in partnership with the ITTC and CAU.					
6	Physical Environment					

6.1	Safe, nurturing, predictable and homelike physical environments are provided and maintained in nominated locations and meet the requirements of the respective Service Types.					
6.2	Meet the Child Safe Organisational Framework Requirements					
6.3	Facilitate the personalisation of spaces for Children and Young People and support their active participation and input into the design and maintenance of their living environment.					
7	Qualified, Trained and Consistent Staff					
7.1	Hire qualified and capable Staff (including casual and agency staff) Note: Therapeutic Specialist(s) should be addressed under section 1.1 of this Plan					
7.2	For ITTC Respondents only – Hire qualified and capable Multidisciplinary Specialist Team					
7.3	Implement Therapeutic Care Training particular to your organisation, for all staff, including: Management, Care Support Staff (including casual staff); non-care staff; Multidisciplinary Specialist Team (ITTC), carers and Volunteers					
7.4	Develop, document and implement consistent and adequate staffing					

	rosters that provide sufficient overnight staff to meet the safety, physical and wellbeing needs of Children and Young People and limit reliance on casual agency staff.					
7.5	Additional activities					
8	Care Team Meetings					
8.1	Undertake Care Team meetings in compliance with the Service Requirements					
9	Futures (Exit) Planning and Post Exit Support					
9.1	Person-centred Futures Plans are developed and implemented for each young person from 15 years of age.					
9.2	Young people who have exited OOHC are supported until they are 25 years, in accordance with Schedule 1		-			
10	Governance and Reporting					
10.1	Establish service delivery partnerships with Service Providers and Key Stakeholders, including mainstream and specialist services as listed in Schedule 1 to provide a holistic and team based approach to the needs of Children and Young People in ITC. Note: partnerships with other OOHC Service providers should be addressed in part 12 of this plan.					
10.2	Ensure the needs of Children and Young People with disabilities are met and they have access to NDIS plans.					

10.3	Use web based data collection, collation and reporting systems to both monitor the daily care and wellbeing of Children and Young People and to support the formulation of the therapeutic elements of the case plan					
10.4	Contribute to the development of and operationalise data collection, collating and reporting systems and protocols to meet the requirements of Schedule 2.					
11	Culturally Competent Care					
11.1	Approach to providing Culturally Competent Care, considering the location and Service type.					
12	Permanency and Step Down					
12.1	Facilitate Children and Young People to step-down to less intensive support, such as foster care, or exit to a permanency outcome through restoration, guardianship and open adoption (where appropriate).					

Service Provider Declaration

I have read, understood and agree with the Schedule 5 – Implementation Plan as it relates to the Program Level Agreement.

Service Provider:

Delegated Signatory

Name: _____
Position in Organisation: _____
Date: _____
Signature: _____

Department of Family and Community Services:

Delegated Signatory

Name: _____
Position in Organisation: _____
Date: _____
Signature: _____
