



Death and Dying

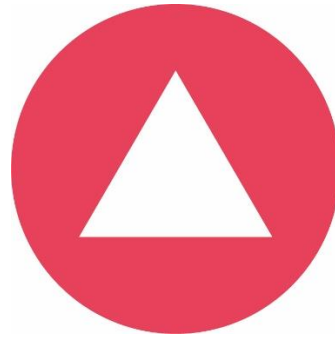
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Owner:	Neil Armstrong	Job Title:	Assistant Director, Care and Support
To be issued to: (check as needed)			
<input type="checkbox"/> Board of Management <input type="checkbox"/> All Staff <input checked="" type="checkbox"/> ET/SLT <input type="checkbox"/> Head Office Managers <input type="checkbox"/> Head Office Staff <input type="checkbox"/> Finance <input checked="" type="checkbox"/> Housing <input checked="" type="checkbox"/> Asset <input type="checkbox"/> ICT		<input type="checkbox"/> OD <input checked="" type="checkbox"/> Compliance <input checked="" type="checkbox"/> All Care & Support <input checked="" type="checkbox"/> C&S Managers (RM,OM, CSM) <input checked="" type="checkbox"/> C&S Staff <input type="checkbox"/> Contractors <input checked="" type="checkbox"/> Agency Staff <input type="checkbox"/> Unite the Union <input type="checkbox"/> Employee Voices Group <input type="checkbox"/> Other: _____	
Method of Delivery: (check as needed)			
<input checked="" type="checkbox"/> LearnPro <input type="checkbox"/> Board Portal <input checked="" type="checkbox"/> Line Manager to Share (eg. Agencies)		<input type="checkbox"/> Policy Owner to Notify (eg. Contractors) <input type="checkbox"/> Other: _____	
Stakeholder Consultation Completed (check as needed)			
<input type="checkbox"/> Board of Management <input type="checkbox"/> All Staff <input type="checkbox"/> ET/SLT <input type="checkbox"/> Head Office Managers <input type="checkbox"/> Head Office Staff <input checked="" type="checkbox"/> Finance <input checked="" type="checkbox"/> Housing <input type="checkbox"/> Asset <input type="checkbox"/> ICT		<input type="checkbox"/> OD <input checked="" type="checkbox"/> Compliance <input checked="" type="checkbox"/> All Care & Support <input checked="" type="checkbox"/> C&S Managers (RM,OM, CSM) <input checked="" type="checkbox"/> C&S Staff <input type="checkbox"/> Contractors <input type="checkbox"/> Agency Staff <input type="checkbox"/> Unite the Union <input type="checkbox"/> Employee Voices Group <input checked="" type="checkbox"/> Other: Supported Individual's Group	

Version Control

Date	Owner	Version	Reason for Change
Oct 23	Scott Benzie	1	Cyclical review

Summary of Changes

Section	Change
All	New policy template
6.3	Updated to reflect Operational Management Team
8.0	Update relevant policy name changes



Ark[®]
People
Housing
Care

Death and Dying

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1.0 ARKs Values

Arks values are true to the core purpose of the organisation and the services we deliver. They determine our behaviours towards one another and what we should expect in our relationships with one another. Working within the following values will guide and help us deliver our vision and mission of Ark being an organisation where everyone is equal:

Trust

We have confidence in our people to deliver excellent services and trust in them to do so. We will develop trusting and honest relationships and our customers will feel assured that they can rely on us to deliver.

Respect

We treat everyone fairly and we listen. We are respectful of each person with whom we come into contact and expect our people to respond professionally and treat others as they would wish to be treated.

Understanding

We will operate with empathy and compassion and approach each situation with an open mind. We will question and challenge to ensure we achieve the right outcomes for customers and our people.

Equality

We believe everyone is equal and expect our people to create positive experiences where everyone feels valued and included.

Integrity

We will do the right thing and take responsibility for our actions. We will work together to uphold the highest standards of behaviour and practice.

2.0 Purpose

This policy and associated procedures explain how Ark will provide palliative care and our response when a supported person dies. Using the 'Palliative and end-of-life care' framework (NHS Education for Scotland, 2018) to measure implementation of the approach will help ensure Ark supports people to meet their personal outcomes at the end-stage of their life.

3.0 Policy Statement

When a supported person dies, whether this happens during the palliative care period or is sudden or unexpected, there are a number of processes that must be undertaken. Ark will ensure that the response to an individual's death is caring, dignified and compassionate.

4.0 Scope

This policy and associated procedures apply to all Care & Support teams, inclusive of relief staff. It also includes agency staff, volunteers and students undertaking direct practice with supported people on behalf of Ark.

5.0 Legal/Regulatory Framework

This policy and its associated procedure are written with regard to the following:

- Human Rights Act 1998;
- Equality Act 2010;
- Public Bodies (Joint Working) (Scotland) Act 2014;
- Adults with Incapacity (Scotland) Act 2000;
- Mental Health (Care and Treatment) Act 2015;
- Adult Support and Protection (Scotland) Act 2007;
- Duty of Candour Procedure (Scotland) Regulations 2018;
- Health and Social Care Standards (Scottish Government, 2017);
- Codes of Practice for Social Services Workers and Employers (SSSC, 2016)

As well as the legal and regulatory imperatives it also adheres to these principles:

The **Health and Social Care Delivery Plan** (Scottish Government, 2016) emphasises the importance of ensuring meaningful conversations and puts personal outcomes at the heart of service delivery.

The **World Health Organisation** (2018) internationally recognised definition of palliative care is clear that this type of care is a part of the human right to health and should be provided through person-centred and integrated health and care services.

6.0 Responsibilities

6.1 Board of Management

Ark's Board of Management is responsible for consideration and approval of this policy, and for ensuring that its decisions are taken in accordance with relevant legislation, regulatory expectations, training, and guidance.

6.2 Executive Team

Ark's Executive Team is responsible for ensuring that this policy is reviewed in accordance with Ark's schedule for review of policies, or sooner if required. The Executive Team is responsible for ensuring that its decisions, and that the decision of officers, are taken in accordance with relevant legislation, regulatory expectations, training, and guidance.

6.3 Operational Management Team

Ark's Operational Management Team are responsible for ensuring that decisions, and that the decision of officers, are taken in accordance with relevant legislation, regulatory expectations, training, and guidance.

6.4 Managers

Ark's Regional Managers will be responsible for review of the policy and associated procedures, Care & Support Managers and Operations Managers will be responsible for the effective implementation of this policy and associated procedures within their area of responsibility. They must ensure that all Care & Support staff are made aware of these, and that the completion of the E-learning policy and procedure sign of for CS11 Death and Dying, CS11a Palliative & End-of-life Care and CS11b Death of a Supported Person is achieved by all Care & Support staff.

6.5 All Staff

All Ark Care & Support staff are required to familiarise themselves with this policy and comply with its provisions as well as undertake any training required as part of this policy or associated procedures.

7.0 Death and Dying

The 'Strategic Framework for Action on Palliative and End-of-life Care' (Scottish Government, 2015) stated that by 2021, everyone in Scotland who needs palliative care and end-of-life care will have access to it.

There are key domains that are integral to palliative and end-of-life care in all health and social care settings, and outline the associated knowledge and skills required:

- Domain 1 Fundamentals of palliative care;
- Domain 2 Communication and conversations;
- Domain 3 Loss, grief and bereavement;
- Domain 4 Care planning and delivery;
- Domain 5 Care in the last days of life;

Ark will define guidance to ensure good person-centred palliative and end-of-life care is provided where necessary in line with the NES framework.

Ark will give 'due regard' to timescales involved to deliver effective training upon diagnosis of illness where a palliative care approach is required.

8.0 Learning & Development Requirements

All Care & Support staff must complete the Learn Pro E-learning policy and procedure sign off for CS11 Death and Dying, CS11a Palliative & End-of-life Care and CS11b Death of a Supported Person.

9.0 Related Policies & Procedures

- CS02 Care Planning.
- CS05 Support with Money.
- CS06 Reducing Restrictive Practice.
- CS17 Behaviour of Concern.
- G57a Adult Support & Protection.
- HAM01h – Action on the Death of a Tenant.

10.0 Equality Impact Assessment (EIA)

EQIA completed for this policy.

11.0 Data Protection Impact Assessment (DPIA)

Please see Care & Support Data Protection Impact Assessment.

12.0 Stakeholder Consultation

In developing this policy, the following groups were consulted:

- Ark Executive Team
- Ark Operational Management Team
- Regional Managers
- Operations Manager
- Care and Support Managers
- Supported Individuals
- Ark Working Group
- Learning and Development

13.0 Monitoring and Review

13.1 Monitoring

Ark's Executive and Operational Management Teams will monitor implementation of this policy on an ongoing basis and ensure that relevant decisions within Ark are taken in line with the obligations and expectations set out in this policy.

Regular monitoring of any legislation changes that affect this policy will take place at Regional Manager level and will be highlighted to Ark's policy & procedure review group.

Upon any new legislation, this policy and associated procedures may be updated before cyclical review date.

13.2 Review

This policy will be reviewed within 5 years from the date of approval by our Board of Management, in accordance with Ark's policy review framework.

