



Becoming a personal health budget pilot

The pilot programme is in its 3rd year, so there is no longer the opportunity to be part of the 'in depth evaluated cohort' but you can still join the pilot programme and wider cohort. We welcome applications from all PCTs with enthusiasm, innovative ideas, and vision about personal health budgets, particularly those that wish to try out direct payments for healthcare. As well as the opportunity to be at the forefront of the development of personal health budgets, they will receive support and advice.

Who can apply to become a pilot?

Potential pilot sites should think broadly about ways to plan this work with their local partners. This is especially important, given the wider policy context around commissioning, integrated care and personalisation across health and social care. For example, a third sector organisation might want to manage a pilot in a particular area with the support of its partner social care and NHS bodies, or a group of practice based commissioners might decide to use part of their budgets to create a pilot in their community. However as personal health budgets relate to NHS funding, the local PCT must be involved and the chief executive will have to sign off the EOI and the application will need to be submitted by them.

What do we need to do? The first step is to complete an Expressions of Interest form. This can be downloaded from:
www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_093842

(Titled pilot application form)

You need to complete this and send it back to personalhealthbudgets@dh.gsi.gov.uk

What will the personal health budget team expect to see in this?

How you introduce personal health budgets will be for you to decide locally, for example the patient groups and numbers of people you want to include. What we will require will be applications that demonstrate you have:

- considered all aspects of pilot governance, including clinical governance;
- effective project management and risk management;
- co-operation with the support and evaluation partners, including prompt communication of any change in the way their local scheme is operated;
- patient and other stakeholder engagement, liaison and communications;
- sound financial management;
- carried out an equality impact assessment of their pilot proposals
- collection and reporting of the national process indicators and measures; and
- the willingness to be part of the personal health budgets learning network

If you email personalhealthbudgets@dh.gsi.gov.uk when you are starting to fill out your EOI we can send you more guidance about what we expect to see. This will also let us know you are intending to apply which is helpful for planning purposes.

We will respond to your Expression of Interest within a fortnight and let you know whether you have provisional pilot status. If you have, you will be given a username and password and asked to self-assess your project as part of the progress check at www.phbprogress.com.

This progress check is an online self-assessment and information collecting tool that:

- helps you track your own progress and get back helpful advice and links to useful resources
- helps us track information about the scale and progress of your project – which is linked to how much funding you will get – funding is intended to complement your internal project resources, and will not be substantial enough to meet the full costs
- indicates when you have made enough progress on your project that you can send in your project plans and equality impact assessment in order to apply to get full pilot status
- indicates when you have reached the level required to apply for direct payment piloting powers

Once you have reached the right level, you will be invited to send in your project documentation. If this is ok then you will get full pilot status.

How do we get direct payment piloting powers?

You also use the progress check for this. If you have told us on the progress check (pilot summary page) that you intend to apply for these powers, then the tool will adapt to ask you a couple of additional questions. Once you have reached the required threshold for these you will be invited to send in supporting documentation. You can apply for direct payment piloting powers at the same time as full pilot status, or take it one step at a time.

In order to get direct payment powers you will need to be involved in the wider independent evaluation. Someone from the evaluation team will be in contact to discuss what this entails, once we have received your EOI.

Once we are a full pilot, what connection will we have with the national programme?

You will be given access to the 'pilots only section' of the personal health budgets learning network (www.dh.gov.uk/personalhealthbudgets) where you can

- start and respond to discussion with other pilot sites on the discussion boards
- get access to documents discussion papers from other pilot sites and developed nationally
- see the ongoing issue log relating to the programme, which aims to respond to barriers and issues raised
- book to come to events and workshops

Good luck and we hope to work with you soon.