

## **Funding and Service Agreement<sup>1</sup>**

### **Residential Special Child Care Centre**

#### **I. Service Definition**

##### **Introduction**

Residential Special Child Care Centres (RSCCCs) form part of a range of pre-school services for disabled children. These centres provide a coordinated approach of centre-based day training and care as well as residential service for moderately and severely disabled pre-school children.

##### **Purpose and objectives**

The objectives of day programme are:

- to develop the abilities of disabled children to the fullest extent so as to establish a firm foundation for subsequent education and development.
- to protect and promote the health and well-being of children in care;
- to nurture their growth and development, with regard to their physical, social, emotional and intellectual needs.

The objectives of residential programme are:

- to provide residential care to disabled children;
- to provide a continuum of training geared to the individual educational programmes (IEPs) designed in day time to the disabled children;
- to protect and promote the health and well-being of children in care;
- to nurture their growth and development, with regard to their physical, social,

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<sup>1</sup> This Funding and Service Agreement is a sample document for reference only.

emotional and intellectual needs.

**Nature of service**

The service is to be operated in compliance with the Child Care Services Ordinance and Regulations.

The following care and training programmes are provided:

**Day Programme:**

- (a) Developmental assessment and individualized educational programmes –  
Each child is assessed upon admission and periodically thereafter. The results of the developmental assessment are used to plan an individualized educational programme which sets learning goals for each child;
  
- (b) Centre-based individual and group training –  
The child attends centre-based training programmes five days a week. These programmes aim to maximize each child's developmental functioning. Occupational therapy, speech therapy and physiotherapy are provided;
  
- (c) Daily childcare services –  
Childcare services are provided to enable the child to benefit from the training programmes.

**Residential Programme:**

- (a) Accommodation and meals;
- (b) Opportunities and activities to meet social and recreational needs;
- (c) Training programmes geared to IEP in particular on developing age-appropriate self-care skills; and
- (d) Liaison with the children's family/guardians and the referring agencies regarding individual training and welfare plans as a continuation of the day training

programme.

**Target group**

Children whose disability is so severe or complex that warrants intensive and continuous care and therapy and disabled children who are homeless, abandoned, with adverse home or family environment and without an alternative placement.

For single day places provided in the RSCCC, the target group is for moderately and severely disabled children without residential need.

***Eligibility criteria***

Residential special child care centres are open to those children who are:

- mainly aged 2-6;
- unable to benefit from the integrated programme in mainstream child care centres/kindergartens
- not in need of constant medical/hospital care;
- not attending an Early Education and Training Centre; and
- assessed as experiencing one or more of the following:
  - moderate or severe mental handicap
  - moderate or severe physical handicap
  - deafness or severe to profound hearing impairment
  - blindness or severe visual impairment
  - severe behavioural/emotional problems, hyperactive disposition or autistic disorder

Referrals for service may be made by medical social services units or family services centres or via them by maternal and child health centres, child assessment centres, general practitioners' clinics and pre-school rehabilitation centres. Referrals are made to the Central Referral System for Rehabilitation Services (CRSRehab).

**II. Performance Standards**

The service operator will meet the following performance standards:

**Outputs**

For Day Programme:

| <u>Output Standard</u> | <u>Output Indicator</u>   | <u>Agreed Level</u> |
|------------------------|---|---------------------|
| 1                      | Rate of completing 2 developmental assessments for each child within one year | 95%                 |
| 2                      | Average attendance rate within one year                                       | 80%                 |
| 3                      | Rate of achieving plans within a period of six months                         | 95%                 |

For Residential Programme:

| <u>Output Standard</u> | <u>Output Indicator</u>                | <u>Agreed Level</u> |
|------------------------|--|---------------------|
| 4                      | Average enrolment rate within one year | 98%                 |

( Explanatory notes are provided in the Annex of this Agreement.)

**Essential service requirements**

- All services should comply with the relevant code of practice.
- Child care supervisor, child care worker, registered social worker, qualified nurse and professional therapist, e.g. occupational therapist/physiotherapist, speech therapist are the essential staff of the service.

- Regular meals should be provided with varied food.

**For Day Programme:**

- Service to be opened for a total of 44 hours per week with core service hours of at least 40 hours per week.

**For Residential Programme:**

- Round-the-clock service to be provided

**Quality**

Service operators will meet the requirements of the 16 Service Quality Standards (SQSs).

**III. Obligation of SWD to Service Operators**

The SWD will undertake the duties set out in the General Obligations of SWD to Service Operators.

In addition, the SWD will meet the following service-specific standard of performance. The actual performance of the department in relation to these obligations is expected to affect the ability of the service operator to meet its own required standards of performance.

- To provide referrals from the Central Referral System for Rehabilitation Services (CRSRehab) within **28** days of written notification of a vacancy, provided that a referral for admission is in hand. Should a referral not be in hand, SWD will negotiate with the service operator as per CRSRehab Guidelines.

**IV. Basis of Subvention**

The basis of subvention is set out in the offer and notification letters issued by the SWD to the agency.

The service unit is required to comply with the rules on the use of the social welfare subventions in accordance with the latest Lump Sum Grant Manual and circular letters in force issued by the SWD on subvention policies and procedures.

**Explanatory Notes**

**1. Outputs for day programme**

The basis of calculation for output standards 1 - 3 should be the total capacity of all day places, including those single day places (if any) and those with residential provision.

**2. Developmental assessment**

Developmental assessment refers to an evaluation of a child's performance in different skill areas. An assessment conducted by more than one specialist should be incorporated as one overall developmental assessment for an individual child. The number of developmental assessments conducted should be irrespective of the grade of staff who conducted the session. For each enrolled child, two developmental assessments are required for a period of 1 year.

**3. Achieving plan**

Plans are defined in accordance with Standards 12: Criterion 12.4 of the Service Quality Standards. They should include objectives, specific goals, process for service delivery, programme content and time frames for achieving and reviewing goals. Achieving plan refers to plan conducted.

**4. Output for residential programme**

The basis of calculation for output standard 4 should be the total capacity of the residential provision.