



Department  
of Health



Department for  
Communities and  
Local Government



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Better Care Fund Task Force

# 'How to' Guide: The BCF Technical Toolkit

*Introduction to the 'How to' Guide*

August 2014

## The Better Care Fund

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## BACKGROUND

The Better Care Fund (BCF) is intended to deliver a transformation in the integration of health and social care. The BCF creates a local single pooled budget to enable person-centred care, making the wellbeing of individuals the focus of health and care services. It is a critical component of the NHS 2-year operational plans, the NHS 5-year strategic plans and local government planning.

**Figure 1. BCF is intended to accelerate the local integration of health and care services to deliver better outcomes for people**



### How to use the “how to guide”

In addition to this overview document, the “how to guide” comprises four documents that provide advice and tips for completing the technical sections of the template. They were developed in response to questions and support requests from HWBBs developing their BCF submission, and are intended to complement the national and regional support offers including webinars, workshops and hands-on guidance.

The information in these documents does not constitute formal guidance and is instead intended to offer practical tips and steps that localities can utilise in developing their BCF plan and wider integrated care programmes. They should be read in conjunction with other BCF documents, particularly the Technical Guidance (in particular, the What Good Looks Like sections), the planning

templates and guidance on the Nationally Consistent Assurance Review process. All guidance and support material are published on the BCF website: <http://www.england.nhs.uk/ourwork/part-rel/transformation-fund/bcf-plan/>

The toolkit covers four areas:

1. Population segmentation, risk stratification and information governance
2. Evidence-based planning
3. Outcomes and impact measurement
4. Financial analysis

This overview document is intended to support those who are responsible for coordinating BCF plan submissions. The concepts in the toolkit build on each other to support you in developing a robust, cohesive plan.

The toolkit recognises that different localities are at different points in their journey to implementing integrated care through their BCF plan, and so each document sets out two key stages in this journey:

- *What is essential for your plan:* immediate practical steps that should be taken between now and the resubmission deadline to start the analysis and improve the technical components of existing plans
- *What is recommended for your plan:* This describes a more comprehensive level of analysis and modelling which localities that are more developed in their integration thinking will have reached. It is intended to support you in developing a robust, comprehensive BCF plan, as well as to support all localities as they begin implementing their BCF plans in the year ahead. Plans that are completed to this standard will inspire confidence in the delivery of the plans

To make each of the documents easy to navigate, they are structured in the same way:

1. What is it?  
A brief overview of the topic
2. Why is it important?  
A description of why it is a central focus for the planning template
3. What is essential for your plan?  
A description of what can be done if there is insufficient time to achieve best practice standard before the submission. This section explains how to do the 'good enough for now' answer
4. What is recommended for your plan?

A description of good practice methodology for conducting the relevant activity, although it is recognised that some localities may not be able to demonstrate this standard in time for submission. HWBBs in this position should articulate how and when this standard will be achieved

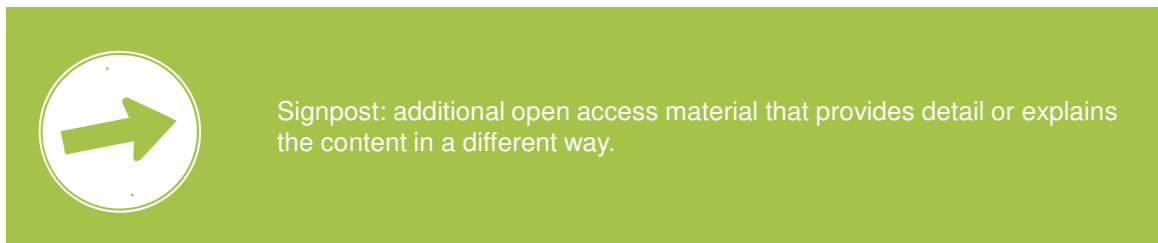
5. How to use this information in the planning templates

An explanation of where in the planning templates the information is relevant

6. Further reading

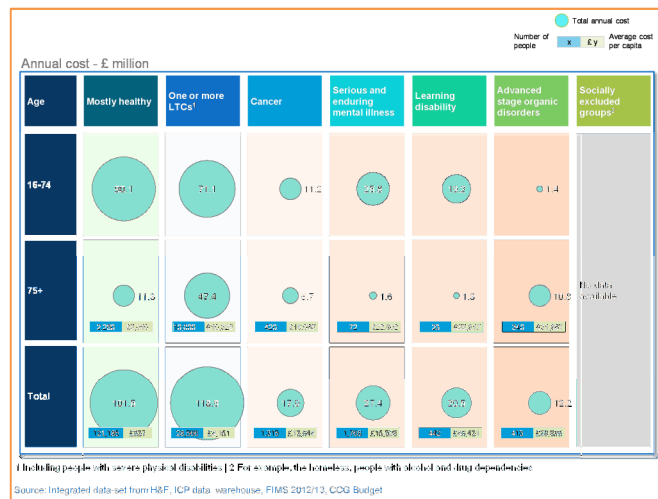
A list of additional sources of information

To aid in the navigation of the documents, the signpost below will direct readers to additional open access content, or to specific sections of the appendices.



As well, a case study example of “BetterCareTown HWBB” is woven throughout each document. These exhibits will be identifiable by orange exhibit titles and box, as shown below. Please note that the figures, assumptions and conclusions shown throughout the case study are fictitious.

*BetterCareTown HWBB case study exhibit 1: Population segmentation*



## **Other considerations**

Strengthening the technical components of your BCF plan is not simply a technical exercise. It requires engagement and discussion to generate local understanding and ownership of the plan.

Engagement with clinical and other professional leadership is critical to ensuring local service leaders own the plan and are confident and ready for its delivery. As well, broad engagement of clinicians and other professionals, providers of care and other community partners is core to developing a robust and implementable plan.

This engagement process, as well as the sharing of data and the agreement of consistent assumptions, should enable the alignment of wider plans across commissioners and providers.

## INTRODUCTION TO THE TECHNICAL SECTIONS

The technical sections are structured around four key steps to robust strategic planning. These areas are the ones for which HWBBs have requested the most support and will enable you to develop the foundations for person-centred, integrated care.

In essence, person-centred care requires a logical chain of analyses that are integrated into local planning requirements:

1. The use of the best available **population segmentation and stratification** to understand the profile of the population
2. Reliance on an **evidence base** to identify which schemes and interventions are most relevant, tried and tested in order to improve outcomes for the population identified through segmentation and risk stratification
3. A set of relevant **outcomes** with stretching but achievable targets which should be achieved as a result of the evidence-based interventions
4. An understanding of the trajectory of expected **benefits and financial costs** by population segment and setting of care

Figure 2. Four steps for robust planning

