JSNA Generic Report Subject Title

**Warwickshire Joint Strategic Needs Assessment 20xx**

# Document Information

|  |  |
| --- | --- |
| Document Name: | Enter the project name |
| Published Date: | Select published date | Version: | *Version* | Release: | Draft/Final |
| Author: | Enter the name of the author |
| Owner: | Enter the name of the document owner i.e. the person who commissioned it |

This document is only valid on the day it was printed.

The source of the document will be found at this location: [Insert URL](#_Document_Information)

## Revision History

|  |  |  |  |
| --- | --- | --- | --- |
| Revision Date | Previous Revision | Summary of Changes | Change Marking |
| Select date | Select date | Description of changes | How changes are marked |

## Approvals

This document requires the following approvals.

N.B. Signed approval should be filed appropriately in the project filing system.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | Signature | Title | Date of Issue | Version |
| Approver name |  | Approver title | Select date | *Version* |

## Distribution

This document has been distributed to:

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Title | Date of Issue | Version |
| Name of person or group | Person’s title or description of group | Select date | *Version* |

# Contents

[Document Information 2](#_Toc366594454)

[Revision History 2](#_Toc366594455)

[Approvals 2](#_Toc366594456)

[Distribution 2](#_Toc366594457)

[Contents 3](#_Toc366594458)

[Executive Summary 4](#_Toc366594459)

[Introduction 5](#_Toc366594460)

[Section 1: National Perspective 6](#_Toc366594461)

[Section 2: What is happening in Warwickshire? 6](#_Toc366594462)

[2.1 Need 6](#_Toc366594463)

[2.2 Supply 6](#_Toc366594464)

[2.3 Demand 6](#_Toc366594465)

[Recommendations 6](#_Toc366594466)

[Next steps 6](#_Toc366594467)

[Appendix 6](#_Toc366594468)

# Executive Summary

This section should include a short paragraph explaining why this topic (e.g mental health) has been chosen and what the aims of the needs assessment are. It should then list the areas covered by the needs assessment.

Summary

The areas covered by the needs assessment are:

* Title of first chapter. Sentence or two on why this chapter is important.
* Title of second chapter. Sentence or two on why this chapter is important.
* Title of third chapter etc. Sentence or two on why this chapter is important.

Recommendations

Once all the chapters have been listed, there should be a list of common recommendations succinctly summarising what the proceeding recommendations cover. Alternatively, if it would not overload the reader, then all recommendations from all chapters should be listed. Recommendations should highlight gaps where they are identified such as those in data, intelligence or services as well as non-engagement by key stakeholders.

Although many recommendations are specific to the subject area, there are a number of common themes across all of the topics:

Example Data:

* A need for accurate local and national data ...

Example Early Intervention:

* Early intervention could help...
* There is a need for early …

Recommendations which are specific to one topic area only can be found in the Recommendations section of each chapter (delete if listing all recommendations).

# Introduction

This section should set the scene about why this particular is topic being included - outlining a couple of key points related to priority and prevalence.

* + Has there been a national spotlight put on the area?
	+ Is it a topic with increasing prevalence, costs, specialism?
	+ Has it previously been a gap in knowledge and it needs addressing now?

There needs to be a definition about what this topic will include. For example, a chapter on long term conditions will need to be clear about whether or not it is going to include dementia.

Describe in broad terms who is at risk of developing the disease or condition - this information may be contained in national documents (Department for Education, National Institute of Health and Clinical Excellence, National Audit Office etc.) and should be referred to here, or you may need to do a literature review.

A literature review should inform this section but it may not be necessary to include all the information from the literature review in the introduction. In these instances, you may want to include an appendix referencing examples of work carried out in this area. It should inform the background, methodology and the data.

# National Perspective

This section should be where the national prevalence, research and other contextual information are included in relation to the topic.

If ‘poverty’ was a topic, this would be where data on finances, benefits, deprivation levels, etc. at a national level would be included.

# What is happening in Warwickshire?

This section will be the key section and will include local data on the following:

Prevalence - How many people with X?

Incidence - How many new people with X?

Mortality - How many people die from X (if applicable)?

The Needs Assessment requires information to be included on:

1. Need – defined as the ability to benefit

2. Supply – what are the current pathways/service providers, what is the current way of working

3. Demand – who is making use of the services including over/under use

Consultation & Engagement

To understand the needs of the group being studied it is important that needs assessments make use of primary qualitative data.

Stakeholder Input

The Needs Assessment will need to include stakeholder input (including providers, commissioners and users of the service). Non identifiable quotes will add to the richness of the document but should be used with care to ensure one person’s views don’t skew the agenda.

Case studies will also add to the information.

Should also include feedback and discussion around the needs assessment’s recommendations once the work is complete (see recommendations section).This section of the report will focus on the picture of need, services and their utilisation within Warwickshire, in detail. It will first address local prevalence and the employment and accommodation data that is available. It will go on to describe the types of services available for young people and adults with ASD and finally provide an analysis of the numbers of people utilising those services.

## Need

It is difficult to be prescriptive as to what must be included, but the following issues should be considered, and if relevant, included:

Describing any differences in health and social care need between different groups in the local population, are some groups over or under represented? e.g.

* Age
* Gender
* Ethnicity
* Religion
* Sexuality
* Disability
* Socioeconomic and housing status

If the data doesn’t allow differences to be identified, then it may be relevant to highlight exactly that.

* Highlight any changes in the trend of need and if there is a change in the need published in previous local documents.
* Where are the people with the issue locally? Mapping of data to highlight geographic patterns, ‘hotspots’
* Can you link your data to socio-demographic / customer segmentation tools such as Mosaic or ACORN?
* Is it possible to consider some of the wider socio-determinants of health and well-being (e.g. housing, the economy, education, and the environment) and their impact on existing/future need.

It is important to include comparison data in this section. To highlight any differences in need it is important that data is used to compare:

* between localities within Warwickshire
* between Warwickshire and comparator counties
* with national data

## Supply

The services that are available should be described here. For some specialist services this may be limited, for more common services there may be numerous providers that may need to be summarised differently. Comparisons, where possible, should be included to highlight any differences in or supply, it is important that data is used to compare:

* between localities within Warwickshire
* between Warwickshire and comparator counties
* with national data
* between providers

The demand for the service may be affected by opening hours, location etc and for some topics the discussion about Demand and Supply may be interlinked and combined.

Consider whether the service provision is as per national guidance.

In this section, highlight trends in service use and identify progress or changes made since the previous JSNA.

Gaps in Provision/Unmet Need

By comparing the overall need in the County with the level of service provision currently in place, potential gaps in provision should be highlighted. Areas of unmet need may be identified via quantitative and qualitative methods. Findings may be gathered via consultation with stakeholders, service users and professionals.

Other elements to include if available:

* Costings
* Good practice models of care
* Effectiveness of services and cost effectiveness

## Demand

Demand is different from need and the ability to benefit. Demand occurs when people find their way around the system and express a need. For example, library services are available to everyone and yet demand is by a smaller section of the population.

Demand data is often easier to access – referrals, footfall, appointments etc.

Consideration of the effect of population change, disease incidence and prevalence should be included here. e.g. More people are surviving birth and living longer with disabilities and the extent and level of care to support them will increase.

To highlight any variation in need it is important that data is used to compare:

* between localities within Warwickshire
* between Warwickshire and comparator counties
* with national data
* between providers

More subjective qualitative measures of happiness and wellbeing can also be considered here.

# Recommendations

At the end of each chapter, identify the areas of need to address through commissioning. The reason for having an executive lead on the Commissioning Group is particularly important to provide the oversight to this section. Recommendations should highlight gaps where they are identified such as those in data, intelligence or services as well as non-engagement by key stakeholders.

Recommendations may include:

* Development of clearer pathways
* Improving data availability
* Recommendations for commissioning activity related to issues of need and gaps in service provision
* Highlight any over-provision of services which may be relevant to service reviews, to inform de-commissioning
* Further Needs Assessments required as part of an area not be included in this Needs Assessment
* Recommendations should be listed in this format. Ideally, all recommendations should be at the end of the chapter.
* To identify additional services/promotional opportunities to support people

## Next steps

Lead commissioner:

Date brought to JSNA Commissioning Group:

Information and research requirements:

## Appendix

Revision dates:

|  |  |
| --- | --- |
| Data | Update due |
|  |  |
|  |  |
|  |  |