Inclusion/Exclusion Framework – Template

Care recipient's name _____

Provider's name _____

Care or Service _____

Determination: Inclusion/Exclusion (circle one) to the care plan

Inclusion/Exclusion Framework Table – fill in with reference to Inclusions/Exclusions Framework Decision Tool

Questions	Document discussions and considerations
Is the support specifically excluded under the Aged Care Legislation?	
Does the support directly align with the intent and scope of the HCP Program?	
Does the support pose a risk to the health and safety of the care recipient?	
Does the support pose a risk to the health and safety of staff and the community?	
Is the support directly targeted at the care recipient, or does it significantly benefit others, instead of the care recipient?	
How does the support align with the assessed ageing related care needs as documented in the ACAT assessment, the providers' own assessment of the care recipient's needs or an assessment by a health care professional?	
How does the support assist the care recipient to achieve their ageing related care goals, now and in the short to medium term? Is the support necessary to meet the care recipient's ageing related assessed care needs and care goals?	
Has the evidence-base for the support which addresses a particular assessed ageing related care need been considered?	
Does the support require maintenance to ensure the safe use of the item that represents a significant portion of the budget? Is it difficult to provide the maintenance required?	
Is there an opportunity cost associated with the support? Will the care recipient miss out on a support identified in their assessment if package funding is used for a large purchase?	
Can the support be provided informally through the community?	
Does the support represent value for money to meet the care recipient's assessed ageing related care needs?	

Inclusions/Exclusions Framework
Decision Tool

START

Is the support excluded?
— NO
— YES

CONSIDER: How does the support align with the assessed care needs documented in the ACAT assessment, the providers' own assessment of the care recipient's needs or an assessment by a health care professional?

How does the support assist the care recipient to achieve their care goals, now and in the short to medium term? Is the support necessary to meet the care recipient's assessed care needs and care goals?

Does the support directly align with the intent and scope of the HCP program?
— NO
— YES

CONSIDER: Balancing the care recipient's right to dignity of risk regarding their choices with any risk to safety of the care recipient, staff or the community
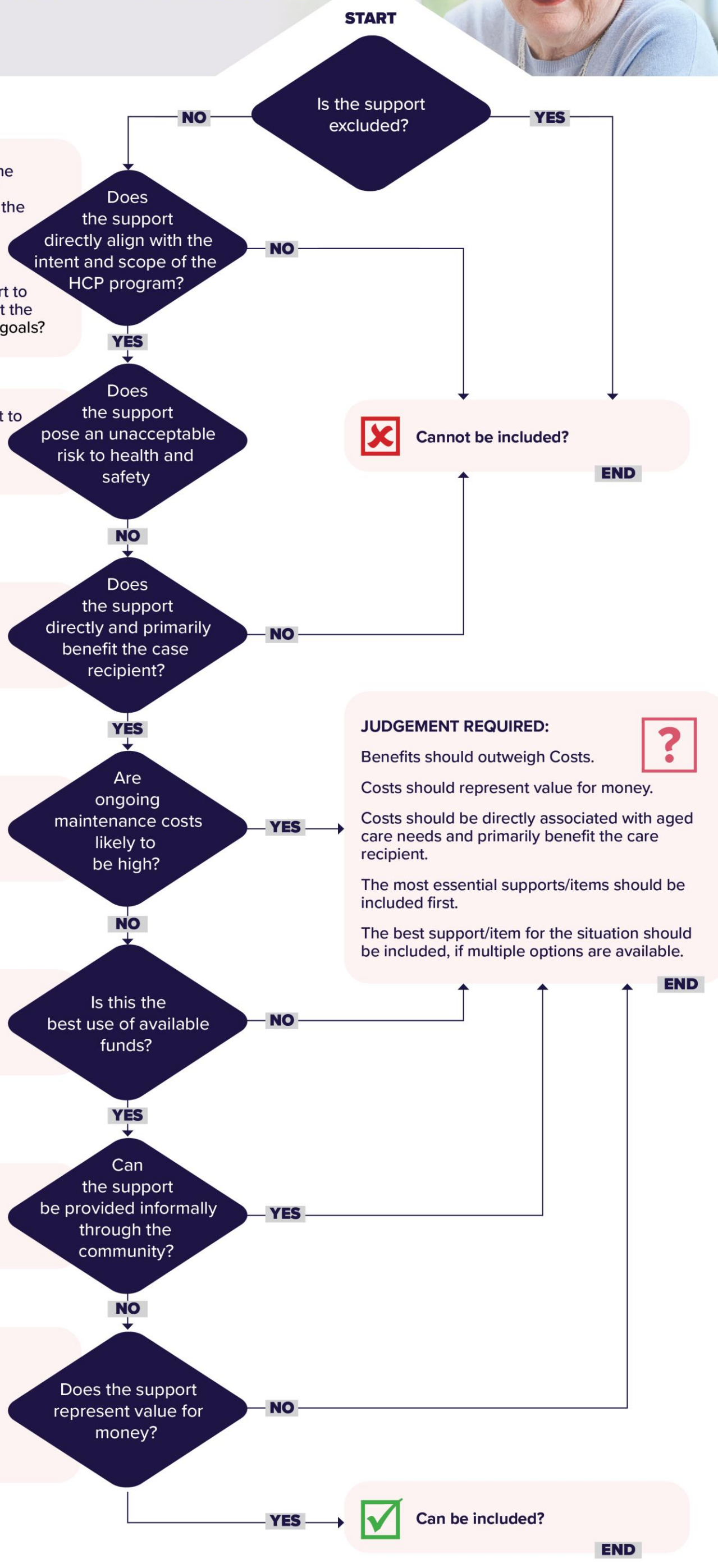
Does the support pose an unacceptable risk to health and safety
— NO

❌ **Cannot be included?**

END

CONSIDER: If the support primarily benefits another person it cannot be included. An exception is respite services.

Does the support directly and primarily benefit the case recipient?
— NO
— YES

JUDGEMENT REQUIRED: ❓

Benefits should outweigh Costs.

Costs should represent value for money.

Costs should be directly associated with aged care needs and primarily benefit the care recipient.

The most essential supports/items should be included first.

The best support/item for the situation should be included, if multiple options are available.

END

CONSIDER: Are benefits for care recipients from using the item worth the cost to the care recipient?

Are ongoing maintenance costs likely to be high?
— YES
— NO

CONSIDER: Are there essential supports that should be prioritised to ensure the care recipient can remain living safely in their own home?

Is this the best use of available funds?
— NO
— YES

CONSIDER: Can alternative supports deliver the same benefit without using package funds

Can the support be provided informally through the community?
— YES
— NO

CONSIDER:
Is the cost in-line with comparable market rates?

Are only costs related to aged care needs being funded?

Does the support represent value for money?
— NO
— YES

✅ **Can be included?**

END