

## Hospital Discharge Guidance - Capacity Tracker

As part of discharge planning it is important to be able to understand care home occupancy and vacancies. This is of course even more pressing during the COVID-19 outbreak with increased pressures on both health and social care.

Capacity Tracker is an established tool that some of you may already be using. It has been developed in partnership with NHS, local authorities, and care providers. It provides information that supports discharge planning processes and enables tracking of care home capacity and vacancies.

All care homes are required to use Capacity Tracker to report the following information:

- Number of beds
- Number of bed vacancies
- Current status (e.g. open/closed to admissions, including the number of COVID-19 residents)
- Workforce/staffing levels.

This information is essential to ensure national support capacity planning and response, and will also be used locally to help localities manage discharge planning.

Although you may currently be using another system to track vacancies locally, you will still need to register for Capacity Tracker and use this in parallel with any local systems.

For Capacity Tracker data to be most useful it needs to be kept as up to date as possible and care homes must update it as close to real time as is practicable. This should be as and when occupancy changes, or daily if no change has happened.

Systemwide adoption of Capacity Tracker needs to happen rapidly and this goes live on **Monday 23rd March 2020. All care homes are required to be fully using Capacity Tracker by Wednesday 1st April 2020.**

Comprehensive support around registration and operation is currently being developed and there are some help videos currently available on the Capacity Tracker Website. As further resources are developed, they will also be made available there.

<https://carehomes.necsu.nhs.uk/>