Health Information and Quality Authority
Regulation Directorate

**Compliance Monitoring Inspection report**
**Designated Centres under Health Act 2007, as amended**

<table>
<thead>
<tr>
<th>Centre name:</th>
<th>A designated centre for people with disabilities operated by Stewarts Care Limited</th>
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</thead>
<tbody>
<tr>
<td>Centre ID:</td>
<td>OSV-0003910</td>
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<tr>
<td>Centre county:</td>
<td>Dublin 20</td>
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<tr>
<td>Type of centre:</td>
<td>Health Act 2004 Section 38 Arrangement</td>
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<td>Registered provider:</td>
<td>Stewarts Care Limited</td>
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<tr>
<td>Provider Nominee:</td>
<td>Gerry Mulholland</td>
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<tr>
<td>Lead inspector:</td>
<td>Maureen Burns Rees</td>
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<tr>
<td>Support inspector(s):</td>
<td>Rachel McCarthy</td>
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<tr>
<td>Type of inspection</td>
<td>Unannounced</td>
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<tr>
<td>Number of residents on the date of inspection:</td>
<td>8</td>
</tr>
<tr>
<td>Number of vacancies on the date of inspection:</td>
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About monitoring of compliance

The purpose of regulation in relation to designated centres is to safeguard vulnerable people of any age who are receiving residential care services. Regulation provides assurance to the public that people living in a designated centre are receiving a service that meets the requirements of quality standards which are underpinned by regulations. This process also seeks to ensure that the health, wellbeing and quality of life of people in residential care is promoted and protected. Regulation also has an important role in driving continuous improvement so that residents have better, safer lives.

The Health Information and Quality Authority has, among its functions under law, responsibility to regulate the quality of service provided in designated centres for children, dependent people and people with disabilities.

Regulation has two aspects:
▪ Registration: under Section 46(1) of the Health Act 2007 any person carrying on the business of a designated centre can only do so if the centre is registered under this Act and the person is its registered provider.
▪ Monitoring of compliance: the purpose of monitoring is to gather evidence on which to make judgments about the ongoing fitness of the registered provider and the provider’s compliance with the requirements and conditions of his/her registration.

Monitoring inspections take place to assess continuing compliance with the regulations and standards. They can be announced or unannounced, at any time of day or night, and take place:
▪ to monitor compliance with regulations and standards
▪ following a change in circumstances; for example, following a notification to the Health Information and Quality Authority’s Regulation Directorate that a provider has appointed a new person in charge
▪ arising from a number of events including information affecting the safety or well-being of residents

The findings of all monitoring inspections are set out under a maximum of 18 outcome statements. The outcomes inspected against are dependent on the purpose of the inspection. Where a monitoring inspection is to inform a decision to register or to renew the registration of a designated centre, all 18 outcomes are inspected.
Compliance with the Health Act 2007 (Care and Support of Residents in Designated Centres for Persons (Children and Adults) with Disabilities) Regulations 2013, Health Act 2007 (Registration of Designated Centres for Persons (Children and Adults with Disabilities) Regulations 2013 and the National Standards for Residential Services for Children and Adults with Disabilities.

This inspection report sets out the findings of a monitoring inspection, the purpose of which was to monitor compliance with National Standards. This monitoring inspection was un-announced and took place over 1 day(s).

**The inspection took place over the following dates and times**

From: 24 May 2016 09:00  
To: 24 May 2016 17:00

The table below sets out the outcomes that were inspected against on this inspection.

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<thead>
<tr>
<th>Outcome</th>
<th>Description</th>
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<tbody>
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<td>02</td>
<td>Communication</td>
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<td>04</td>
<td>Admissions and Contract for the Provision of Services</td>
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<td>Social Care Needs</td>
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<td>Safeguarding and Safety</td>
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<td>Governance and Management</td>
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<tr>
<td>17</td>
<td>Workforce</td>
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**Summary of findings from this inspection**

**Background to the inspection**

This was an eight outcome inspection carried out to monitor compliance with the regulations and standards and to inform a registration decision. The previous 18 outcome registration inspection was on the 16 and 17 July 2014 and as part of the current inspection the inspector reviewed the actions the provider had undertaken since the previous inspection.

**How we gathered our evidence**

As part of the inspection the inspector spent time with three children. Although these children were unable to tell the inspector about their views of the service, the inspector observed warm interactions between the children and staff caring for them and that the children were in good spirits.

The inspector interviewed the person in charge, the senior staff nurse in each of the two units associated with the designated centre and met with two care workers. The inspector reviewed care practices and reviewed documentation such as care plans, medical records, accident logs, policies and procedures and staff files.
Description of the service
The service provided was described in the providers statement of purpose, dated September 2015. Stewarts Children Homes is a service for children with moderate, severe or profound learning disability. It consisted of a residential house which provided full-time care for three children with moderate to severe learning disabilities ranging in age from 13 to 18 years. In addition there was a respite house, located at a separate location which provided respite care for up to four children per night and residential care for one child.

Overall judgement of our findings
Overall, the inspector found that children had a good quality of life in the centre and the provider had arrangements in place to promote their rights and safety. The inspector was satisfied that the provider had put systems in place to ensure that the majority of regulations were being met. The person in charge continued to demonstrate adequate knowledge and competence during the inspection and the inspector was satisfied that she remained a fit person to participate in the management of the centre.

Good practice was identified in areas such as:
- Children were supported and assisted to communicate effectively (Outcome 2);
- The health and safety of children was promoted and protected (Outcome 7)
- There were measures in place to safeguard children living in the centre and for those children availing of respite (Outcome 8)
- There were effective systems in place to support staff in protecting children in relation to medication management (Outcome 13)

Some areas of non compliance with the regulations and the national standards were identified. These included:
- Formal and appropriately completed contracts outlining the terms on which the resident would reside in the designated centre were not on file for each of the children (Outcome 4)
- Supports for two of the young people over 18years, for their transition to adult services was not formalised(Outcome 5).
Section 41(1)(c) of the Health Act 2007. Compliance with the Health Act 2007 (Care and Support of Residents in Designated Centres for Persons (Children And Adults) With Disabilities) Regulations 2013, Health Act 2007 (Registration of Designated Centres for Persons (Children and Adults with Disabilities) Regulations 2013 and the National Standards for Residential Services for Children and Adults with Disabilities.

Outcome 02: Communication
Residents are able to communicate at all times. Effective and supportive interventions are provided to residents if required to ensure their communication needs are met.

Theme:
Individualised Supports and Care

Outstanding requirement(s) from previous inspection(s):
The action(s) required from the previous inspection were satisfactorily implemented.

Findings:
The service had systems and processes in place to support and assist children to communicate effectively.

At the time of the previous inspection, inspectors found that the communication plan for one of the three children in the residential house, who was a non verbal child, was not clear in terms of his communication needs and support requirements. On this inspection the inspector found that the communication plan for each of the children in the residential house and for children in a sample of files reviewed in the respite house were of a good quality. The individual communication needs and support requirements for children availing of the service were outlined in personal plans and reflected in practice. There was evidence that the service's speech and language therapist had provided advice and support to the centre. There was a policy on communication with children in place. A number of communication aids were being used to help children to get and give information to staff, visitors and family. These included assistive technological devices, sign language and picture reference cards for diet activities, daily routines and journey destinations. The children in both houses went on social outings to local parks and restaurants in the local community and had access to radio and television in the centre.

Judgment:
Compliant
### Outcome 04: Admissions and Contract for the Provision of Services

**Admission and discharge to the residential service is timely. Each resident has an agreed written contract which deals with the support, care and welfare of the resident and includes details of the services to be provided for that resident.**

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<th>Theme:</th>
<th>Effective Services</th>
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**Outstanding requirement(s) from previous inspection(s):**

Some action(s) required from the previous inspection were not satisfactorily implemented.

**Findings:**

At the time of the previous inspection, inspectors found that the service did not have written contracts with children which included details of the services to be provided to the child. On this inspection, the inspector found that although a contract had been placed on some files it had not been consistently completed in all cases, i.e. dates and signatures were missing.

The contract was included as part of the service user and family information booklet and although user friendly the contract did not fully outline the services to be provided. This meant that there was no formal agreement between the child and their representative with the provider regarding the level of service to be provided. The person in charge told the inspector that the parents of one of the young people living in the centre had refused to sign the contract. However, inspectors found that efforts the person in charge reported had been made and discussions with this parent regarding the contract of care had not been recorded.

The inspector found that the admission process considered the wishes, needs and safety of each individual child and the safety of other children availing of the service. This was particularly evident in the respite house where there was evidence that children were grouped together based on their needs, compatibility and preferences. Each of the children in the residential house had been living there since it opened in 2008.

**Judgment:**

Non Compliant - Moderate

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### Outcome 05: Social Care Needs

**Each resident's wellbeing and welfare is maintained by a high standard of evidence-based care and support. Each resident has opportunities to participate in meaningful activities, appropriate to his or her interests and preferences. The arrangements to meet each resident's assessed needs are set out in an individualised personal plan that reflects his/her needs, interests and capacities. Personal plans are drawn up with the maximum participation of each resident. Residents are supported in transition between services and between childhood and adulthood.**

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Theme:
Effective Services

Outstanding requirement(s) from previous inspection(s):
The action(s) required from the previous inspection were satisfactorily implemented.

Findings:
The care and support provided to children reflected the assessed needs and wishes of
the children and or their families. There were systems in place to assess children's
individual needs and choices. There was documentary evidence to show that children's
family representatives participated in these assessments. Each child had a personal
support plan in place which detailed their assessed needs. At the time of the last
inspection, inspectors found that some of the personal goals set for children were
limited and not outcome focused. On this inspection, the inspector reviewed a sample of
files and found that goals had been revised and were more outcome focused which
promoted the children's personal development. Personal plans were available in an
accessible format for children and their family representatives.

For the children in the residential house, there were processes in place to formally
review children's personal support plans on a yearly basis. There was documentary
evidence to show involvement of the multidisciplinary team and the child's family in
these reviews as per the requirement of the regulations. The reviews focused on the
outcomes for children in terms of goals set and resulted in further goals being set or
revised as appropriate. In total 38 children availed of the respite service. There was
documentary evidence in place to show that on each admission, these children's family
representative was contacted and with staff completed an assessment which informed
revisions of needs and preferences to individual children's personal plans. Formal yearly
reviews were not always undertaken for children in the respite house.

There was an admission, transfer, temporary absence and discharge policy in place.
Each of the children in the residential house had been living there since it opened in
2008. The respite house had opened in late 2014 and appropriate transition plans had
been put in place for each of the children availing of the service. Two children, one in
the residential house and one who availed of the respite service, aged over 18 years,
were due to complete their full time education in July 2016. However, discharge
arrangements for these children had not yet been confirmed and hence there was
limited communication with these children's families and transition plans had not been
put in place.

Judgment:
Non Compliant - Moderate
Outcome 07: Health and Safety and Risk Management

The health and safety of residents, visitors and staff is promoted and protected.

Theme:
Effective Services

Findings:
The health and safety of the children, visitors and staff were promoted in the centre. Fire containment and management procedures were in place and regularly reviewed. There were satisfactory infection control measures in place.

The risk management policy in place met the requirements of the regulations and was implemented in both houses. There was an up to date safety statement in place. Formal risk assessments pertaining to the environment and work practices had been undertaken in both houses and appropriately assessed. The inspector reviewed risk assessments for specific risks pertaining to individual children and noted that appropriate risk management plans had been put in place. At the time of the previous inspection, inspectors identified a number of hazards in the residential house which had not been appropriately assessed or managed. These hazards were not identified on this inspection.

There were appropriate systems in place for the reporting, investigating and learning from serious incidents and adverse events. On the previous inspection the inspectors identified a near miss incident which had not been reported. At the time of this inspection, the inspector found that incidents and near misses were being appropriately reported and that opportunities for learning to improve services and prevent incidents were being taken.

Infection control procedures in place were satisfactory. Since the last inspection the tilling of the floor in the bathroom of the residential house which presented an infection control risk had been replaced. The services infection control policy had been revised since the last inspection. The inspector observed that there were appropriate hand-washing facilities available for staff. Staff told the inspector that they had attended hand hygiene training and were observed to be using a good hand-washing technique.

Safe and appropriate practices were in place in relation to manual handling. Records showed that all staff had attended manual handling training.

Judgment:
Compliant
**Outcome 08: Safeguarding and Safety**

Measures to protect residents being harmed or suffering abuse are in place and appropriate action is taken in response to allegations, disclosures or suspected abuse. Residents are assisted and supported to develop the knowledge, self-awareness, understanding and skills needed for self-care and protection. Residents are provided with emotional, behavioural and therapeutic support that promotes a positive approach to behaviour that challenges. A restraint-free environment is promoted.

**Theme:**
Safe Services

**Outstanding requirement(s) from previous inspection(s):**
The action(s) required from the previous inspection were satisfactorily implemented.

**Findings:**
There were measures in place to safeguard the children living in the centre and or availing of the respite service.

There was a policy in place for the prevention, detection and response to abuse which was in line with Children First: National Guidance for the Protection and Welfare of Children, 2011 (Children First, 2011). There had been one allegation of abuse in the preceding 12 month period which the inspector found had been investigated and responded to in line with the centres policy, national guidance and legislation. The senior staff nurses on duty in both houses told the inspector that there had been no other concerns, suspicions or allegations of abuse in the preceding 12 month period. Staff who spoke with inspectors were knowledgeable about what constituted abuse and how they would respond to any suspicions of abuse. The designated person in the service for care and protection was detailed in the centres policy and staff spoken with were aware of their contact details.

The management of children's finances was adequate to protect residents. All staff had been trained in Children First, 2011 but a number of staff were overdue to attend refresher training. The person in charge reported that they were scheduled to attend same.

The inspector observed that staff members interacted with children in a warm, respectful and dignified manner. There was an intimate care policy in place and individual intimate care plans for children based on their assessed needs. Since the last inspection, formal monitoring of safeguarding practices to ensure safe and respectful care had been introduced as part of scheduled and unscheduled visits of the person in charge and unannounced visits by the provider representatives.

Children were provided with emotional and behavioural support that promoted a positive approach to the management of behaviour that challenged. There was a policy in place for the provision of behavioural support. Staff were trained in managing behaviour that challenged including de-escalation and intervention techniques. Behaviour support plans were in place for a number of children which provided good detail to guide staff. Staff spoken with were familiar with individual children's behaviour support plans. There was
minimal restrictive practices in use in the centre. Where restrictive practices was in use, risk assessments had been undertaken, usage was monitored and restrictive practices in place were approved by the providers restrictive practices committee. Staff told inspectors that all alternative measures were considered before a restrictive procedure would be put in place.

**Judgment:**
Substantially Compliant

### Outcome 12. Medication Management
*Each resident is protected by the designated centres policies and procedures for medication management.*

**Theme:**
Health and Development

**Outstanding requirement(s) from previous inspection(s):**
The action(s) required from the previous inspection were satisfactorily implemented.

**Findings:**
There were systems in place to support staff in protecting children in relation to medication management which were in line with the centres policies and procedures. The inspector found that all prescribing and administering practices were in line with best practice guidelines and legislation. The inspector reviewed a sample of medication prescription and administration sheets and found that they had photographic identification in place for each child and had been appropriately completed and reviewed.

There were systems in place to review and monitor safe medication practices. The inspector reviewed monthly audits of medication practices and medication stocks undertaken in each of the houses. At the time of the last inspection, arrangements for the safe management of medication for children availing of the respite service were not included within the services medication management policy. Since the last inspection, the policy had been updated to outline medication management arrangements for respite children. Medication in the residential house was supplied in a blister pack system for the one child on prescribed medications.

Staff involved in the administration of medication had received appropriate training. Staff spoken with were knowledgeable about the children's medications and demonstrated a knowledge of appropriate medication management principles and adherence to professional guidelines and regulatory requirements. Medications used were found to be appropriately stored in locked cupboards. Although none of the children were on medications which required refrigeration, each of the houses had a medication fridge. There were no controlled drugs in use in the centre at the time of inspection. Furthermore no chemical restraints were being used in the centre.
At the time of the last inspection, inspectors found that records for the disposal of unused and out of date drugs required improvement. Since the last inspection, a process had been put in place for the pharmacist to sign off on receipt of returned medications. All other procedures in place for the handling and disposal of unused or out of date drugs were appropriate.

Judgment:
Compliant

Outcome 14: Governance and Management
The quality of care and experience of the residents are monitored and developed on an ongoing basis. Effective management systems are in place that support and promote the delivery of safe, quality care services. There is a clearly defined management structure that identifies the lines of authority and accountability. The centre is managed by a suitably qualified, skilled and experienced person with authority, accountability and responsibility for the provision of the service.

Theme:
Leadership, Governance and Management

Outstanding requirement(s) from previous inspection(s): The action(s) required from the previous inspection were satisfactorily implemented.

Findings:
At the time of the last inspection, management systems in place to ensure the service provided was safe, consistent and appropriate to children's needs were at an early stage of development. Since the last inspection, more effective management systems had been put in place. These included the appointment of a deputy person in charge to support the person in charge in her role. Her responsibilities included undertaking quality audits and monitoring of action plans. Unannounced inspections on a six monthly period had been undertaken by the provider and issues identified actioned. An annual review of the quality and safety of care in the centre had been undertaken in the preceding 12 month period. This included an overview of a survey with families of children availing of the service. The person in charge reported that a copy of the report had not been made available to the children or their representatives.

The centre was managed by a suitably qualified, skilled and experienced person. She continued to work in a full-time post and also had responsibility for a separate adult respite service. The inspector found that the person in charge was knowledgeable about the requirements of the regulations and standards. She maintained a presence in the centre and had a clear knowledge about the support needs and plans for children living in the residential house and those availing of respite. The children appeared to recognise her. The person in charge was clear about her responsibilities and the management reporting structures in the organisation. Staff told the inspector that the person in charge provided them with good leadership, support and guidance.
Judgment:
Substantially Compliant

Outcome 17: Workforce
There are appropriate staff numbers and skill mix to meet the assessed needs of residents and the safe delivery of services. Residents receive continuity of care. Staff have up-to-date mandatory training and access to education and training to meet the needs of residents. All staff and volunteers are supervised on an appropriate basis, and recruited, selected and vetted in accordance with best recruitment practice.

Theme:
Responsive Workforce

Outstanding requirement(s) from previous inspection(s):
The action(s) required from the previous inspection were satisfactorily implemented.

Findings:
Overall, the number and skill mix of staff was sufficient to meet the needs of children in both of the houses.

Dependency levels for children availing of the service had been assessed which dictated the number of staff required and the numbers of children taken into the respite house on specific nights. Nursing care was provided in both houses to meet the care needs of the children. There was an actual and planned staff rota. The majority of staff working in the centre had been working in the service for an extended period. This meant that the children had continuity in their care givers. There was evidence that a small number of agency staff were used on occasions. There were eight whole time equivalent staff working in the residential house and 12 whole time equivalent staff working in the respite house.

There were effective recruitment procedures in place, which were managed centrally by the provider. There was a policy on recruitment, selection and Garda vetting which had been reviewed in February 2014. The inspector reviewed a sample of staff files pertaining to four staff in the residential house and a further four staff in the respite house. All of the documents as outlined in schedule 2 of the regulations were found to be in the files reviewed. Nursing staff had up to date registration with An Bord Altranais on file.

A training programme for staff was in place and coordinated by the provider's training department. There was a staff training and development policy in place dated June 2014. Records showed that training deficits had been identified for a small number of staff who had been scheduled to attend the training identified over the coming months. The inspector noted that copies of the standards and regulations were available in the centre. Staff to whom the inspector spoke were familiar with the standards and the regulations.
Staff were receiving supervision appropriate to their role and in line with the frequency outlined in the providers supervision policy. This meant that staff performance could be formally monitored in order to address any deficits and to improve practice and accountability. Although the frequency for supervision was quarterly, the inspector found that supervision was of a good quality. Staff meetings were held on a two monthly basis which included an audit of two person centred plans at each meeting.

There were no volunteers working in the centre.

**Judgment:**
Compliant

**Closing the Visit**

At the close of the inspection a feedback meeting was held to report on the inspection findings.

**Acknowledgements**

The inspector wishes to acknowledge the cooperation and assistance of all the people who participated in the inspection.

**Report Compiled by:**

Maureen Burns Rees
Inspector of Social Services
Regulation Directorate
Health Information and Quality Authority
Health Information and Quality Authority
Regulation Directorate

Action Plan

Provider’s response to inspection report

<table>
<thead>
<tr>
<th>Centre name:</th>
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<tbody>
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<tr>
<td>Date of Inspection:</td>
<td>24 May 2016</td>
</tr>
<tr>
<td>Date of response:</td>
<td>07 July 2016</td>
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Requirements

This section sets out the actions that must be taken by the provider or person in charge to ensure compliance with the Health Act 2007 (Care and Support of Residents in Designated Centres for Persons (Children and Adults) with Disabilities) Regulations 2013, Health Act 2007 (Registration of Designated Centres for Persons (Children and Adults with Disabilities) Regulations 2013 and the National Standards for Residential Services for Children and Adults with Disabilities.

All registered providers should take note that failure to fulfil your legal obligations and/or failure to implement appropriate and timely action to address the non compliances identified in this action plan may result in enforcement action and/or prosecution, pursuant to the Health Act 2007, as amended, and Regulations made thereunder.

Outcome 04: Admissions and Contract for the Provision of Services

Theme: Effective Services

The Registered Provider is failing to comply with a regulatory requirement in the following respect:
A contract of care was not available on all files or had not been consistently completed in all cases, i.e. dates and signatures were missing. The contract was included as part of the service user and family information booklet and although user friendly the contract did not fully outline the services to be provided. This meant that there was no formal agreement between the child and their representative with the provider.

1 The Authority reserves the right to edit responses received for reasons including: clarity; completeness; and, compliance with legal norms.
regarding the level of service to be provided.

1. **Action Required:**
   Under Regulation 24 (3) you are required to: On admission agree in writing with each resident, or their representative where the resident is not capable of giving consent, the terms on which that resident shall reside in the designated centre.

   **Please state the actions you have taken or are planning to take:**
   A group has been set up to look at the development of a Contract of Care for children fully outlining all services that will be provided. This group has met for the first time on 7/7/16 and a Contract of Care for Children will be in place by the 31/10/16.

   **Proposed Timescale:** 31/10/2016
   **Theme:** Effective Services

   **The Registered Provider is failing to comply with a regulatory requirement in the following respect:**
   The contract was included as part of the service user and family information booklet and although user friendly the contract did not fully outline the services to be provided.

2. **Action Required:**
   Under Regulation 24 (4) (a) you are required to: Ensure the agreement for the provision of services includes the support, care and welfare of the resident and details of the services to be provided for that resident and where appropriate, the fees to be charged.

   **Please state the actions you have taken or are planning to take:**
   A group has been set up to look at the development of a Contract of Care for children fully outlining all services that will be provided. This group has met for the first time on 7/7/16 and a Contract of Care for Children will be in place by the 31/10/16.

   **Proposed Timescale:** 31/10/2016

**Outcome 05: Social Care Needs**

**Theme:** Effective Services

**The Person in Charge (PIC) is failing to comply with a regulatory requirement in the following respect:**
Two children, one in the residential house and one who availed of the respite service, aged over 18 years were due to complete their full-time education in July 2016. However, discharge arrangements for these children had not yet been confirmed or planned.
3. **Action Required:**
Under Regulation 25 (4) (b) you are required to: Discharge residents from the designated centre in a planned and safe manner.

**Please state the actions you have taken or are planning to take:**
Following purchase of a suitable accommodation for our two service users who are eighteen years old, a transition plan involving service users and their representatives has commenced. Both service users and their transition plan have also been discussed at the Adult Admission, Discharge and Transfer MDT meeting. The transition from Children’s to Adult Services is expected to be completed by 31/10/16.

**Proposed Timescale:** 31/10/2016

**Theme:** Effective Services

The Person in Charge (PIC) is failing to comply with a regulatory requirement in the following respect:
Two children, one in the residential house and one who availed of the respite service, aged over 18 years were due to complete their full-time education in July 2016. However, discharge arrangements had not been confirmed or planned and hence there was limited communication with these children's families and transition plans had not been put in place.

4. **Action Required:**
Under Regulation 25 (4) (d) you are required to: Ensure the discharge of residents from the designated centre is discussed, planned for and agreed with residents and, where appropriate, with residents' representatives.

**Please state the actions you have taken or are planning to take:**
Following purchase of a suitable accommodation for our two service users who are eighteen years old, a transition plan involving service users and their representatives has commenced. Both service users and their transition plan have also been discussed at the Adult Admission, Discharge and Transfer MDT meeting. The transition from Children’s to Adult Services is expected to be completed by 31/10/16.

**Proposed Timescale:** 31/10/2016

**Outcome 08: Safeguarding and Safety**

**Theme:** Safe Services

The Person in Charge (PIC) is failing to comply with a regulatory requirement in the following respect:
A number of staff were due to attend refresher training in Children First, National Guidance for the protection and welfare of children.
5. Action Required:
Under Regulation 08 (8) you are required to: Ensure that where children are resident, staff receive training in relevant government guidance for the protection and welfare of children.

Please state the actions you have taken or are planning to take:
All staff in the Children’s designated centre will have completed refresher training in Children’s First by the 31/8/16

Proposed Timescale: 31/08/2016

Outcome 14: Governance and Management

Theme: Leadership, Governance and Management

The Registered Provider is failing to comply with a regulatory requirement in the following respect:
A copy of the annual review had not been made available to the children and or their family representatives.

6. Action Required:
Under Regulation 23 (1) (f) you are required to: Ensure that a copy of the annual review of the quality and safety of care and support in the designated centre is made available to residents and, if requested, to the chief inspector.

Please state the actions you have taken or are planning to take:
A copy of the Annual Report will be maintained in each house for review by service users, inspectors, families and visitors. Action completed on 26/5/16.

Proposed Timescale: 26/05/2016