

Office of the Chief Inspector

Report of an inspection of a Designated Centre for Disabilities (Adults)

Name of designated	Tonniscoffey House Designated
centre:	Centre (with Lisdarragh as a unit
	under this centre)
Name of provider:	Health Service Executive
Address of centre:	Monaghan
Type of inspection:	Unannounced
Date of inspection:	29 May 2019
Centre ID:	OSV-0002452
Fieldwork ID:	MON-0025732

About the designated centre

The following information has been submitted by the registered provider and describes the service they provide.

Tonniscoffey House Designated Centre (with Lisdarragh as a unit under this centre) provides 24 hour full-time residential support to both male and female residents some of whom have complex support requirements. The centre can accommodate 10 adults and comprises of two detached houses, one is a dormer bungalow and the other is a split level bungalow. They are located within close proximity to a large town in Co. Monaghan. A service vehicle is provided in each house to accommodate residents' access to community facilities and day services. Each resident has their own bedroom some of which include an en suite bathroom. Both houses have considerable collective space and spacious gardens. Nursing staff and health care assistants are on duty during the day and health care assistants are on duty at night time. All of the residents attend formal day services Monday to Friday and are supported to access community facilities in the evening times and at weekends by the staff in the centre.

The following information outlines some additional data on this centre.

Number of residents on the	9
date of inspection:	

How we inspect

This inspection was carried out to assess compliance with the Health Act 2007 (as amended), the Health Act 2007 (Care and Support of Residents in Designated Centres for Persons (Children and Adults) with Disabilities) Regulations 2013, and the Health Act 2007 (Registration of Designated Centres for Persons (Children and Adults with Disabilities) Regulations 2013 - 2015 as amended. To prepare for this inspection the inspector of social services (**hereafter referred to as inspectors**) reviewed all information about this centre. This included any previous inspection findings, registration information, information submitted by the provider or person in charge and other unsolicited information since the last inspection.

As part of our inspection, where possible, we:

- speak with residents and the people who visit them to find out their experience of the service,
- talk with staff and management to find out how they plan, deliver and monitor the care and support services that are provided to people who live in the centre,
- observe practice and daily life to see if it reflects what people tell us,
- review documents to see if appropriate records are kept and that they reflect practice and what people tell us.

In order to summarise our inspection findings and to describe how well a service is doing, we group and report on the regulations under two dimensions of:

1. Capacity and capability of the service:

This section describes the leadership and management of the centre and how effective it is in ensuring that a good quality and safe service is being provided. It outlines how people who work in the centre are recruited and trained and whether there are appropriate systems and processes in place to underpin the safe delivery and oversight of the service.

2. Quality and safety of the service:

This section describes the care and support people receive and if it was of a good quality and ensured people were safe. It includes information about the care and supports available for people and the environment in which they live.

A full list of all regulations and the dimension they are reported under can be seen in Appendix 1.

This inspection was carried out during the following times:

Date	Times of Inspection	Inspector	Role
29 May 2019	10:00hrs to 16:50hrs	Anna Doyle	Lead
29 May 2019	10:00hrs to 16:50hrs	Gary Kiernan	Support

What residents told us and what inspectors observed

On the day of the inspection all of the residents were attending day services. The inspectors met residents in one of the community homes for a short time when they returned home after day services.

Most of the residents were in the kitchen being supported to prepare a snack/drink on their return home. Staff were observed offering choices to residents at this time. One resident said that they were happy to have transferred to this house last year and said that they liked living there. Residents were preparing to order a take away for later that evening.

Another resident spoke about being happy in the centre and was enjoying relaxing in their room before dinner. They showed the inspector a new piece of furniture that had been purchased to store their personal belongings (something which the same resident had being considering at the time of the last inspection in June 2018).

Residents had completed satisfaction surveys (with staff support) to gather their views on the services being provided in the centre. Of the sample viewed the results were positive and overall residents said they were happy with the the staff, the food provided and the activities they engaged in. They felt able to raise complaints if needed about the services provided. This was observed at the inspection as some residents had logged complaints in one of the community homes around noise levels in their home. These issues were being addressed by the person in charge at the time of the inspection.

Capacity and capability

Overall inspectors found that some aspects of the care being provided was to a good standard and that residents appeared well cared for and happy in the centre. However, a number of regulations inspected particularly in relation to safeguarding, the admissions process, positive behaviour support and risk management required review and improvement. Having regard to the gaps identified in these areas, it was found that the governance and management arrangements needed to be strengthened to ensure there was sufficient oversight of these matters.

The provider had made appropriate arrangements for the key management post of

person in charge. Since the last inspection a new person in charge had been appointed to the centre. They were a qualified nurse and had the necessary skills and experience required to meet the requirements of the regulations. They were full time in the centre and demonstrated a good knowledge of the residents' needs and were responsive to any issues raised during the inspection. They had also self identified some areas for improvement found at this inspection in relation to the premises and were taking some proactive steps to address these issues.

The provider had a defined and clear management structure in place which had clear lines of accountability. The person in charge reported to the assistant director of nursing (ADON) who reported to a director of nursing (DON). The director of nursing reported to the disability manager in the organisation. The person in charge met with the ADON for clinical supervision. On review of a sample of the records of these meetings it was evident that areas for improvement in the centre were being discussed and actioned.

Staff meetings were conducted in each home every two months approximately. The person in charge attended these meetings. These records also indicated that areas of service improvement were also discussed and accountable persons were nominated to complete required actions if needed. For example; the findings from a medication audit was discussed. The ADON and the DON also facilitated meetings with all of the persons in charge in this region.

The provider was gathering and using information effectively to drive ongoing improvements in the service. From a sample of records viewed, examples were observed where service improvement initiatives were being implemented. A new electronic quality improvement plan was being introduced to improve oversight of the centres. This would mean that all actions from audits conducted would be compiled in one document. Relevant senior managers would have access to this document in order to monitor if actions from audits were progressing. This plan was observed at the inspection in this centre.

The provider had undertaken an unannounced quality and safety review of the centre over two days in December 2018 and January 2019. The person in charge was able to demonstrate how actions from this had been addressed for example in the form of some upgrades to the premises and interior decoration. An annual review had also been completed for 2018.

The staffing levels and skill mix in the centre were adequate to meet the needs of the residents. The provider had also increased the staffing numbers in one of the community homes in order to meet the residents' needs there. An out of hours on call service was provided by senior nurses/managers to support staff. Of the staff who spoke to inspectors, they demonstrated a good knowledge of the residents, reported that they were well supported by the person in charge and felt able to raise concerns about the quality of care being provided. They said they had regular supervision with the person in charge and a sample of the supervision meetings confirmed this.

Staff had been provided with mandatory training in fire safety, manual handling and

safeguarding vulnerable adults. A suite of other training was also provided. Some of which included epilepsy awareness training, CPR, dementia and positive behaviour support. However, there were some training gaps identified in refresher training that the person in charge was aware of and some staff had not completed training in infection control.

The inspectors reviewed the complaints log and found that complaints were being responded to in the centre. Residents were supported to make complaints. A significant number of complaints had been logged in relation to one aspect of the service. Inspectors found that the person in charge had taken measures to address this and also had an alternative plan devised should the outcome not be favourable to the complainants.

Some residents had been discharged from the centre since the last inspection and some residents had been admitted. At the time of the inspection one resident was considering whether they would agree to the offer of a residential placement in the centre. They had visited the centre and were planning to meet residents in the coming weeks.

The inspectors found that while the transition was being planned, the providers admission processes did not take into account the existing resident mix or assess the need to protect residents prior to any new admissions to the centre. For example; there had been a number of notifications submitted to the Health Information and Quality Authority (HIQA) regarding on going safeguarding incidents in the centre (this is discussed in more detail later in the report). However, the provider had not considered this as part of their assessment for new admissions to the centre. The inspectors were not assured that any new admissions to the centre would not be impacted by these safeguarding incidents.

Regulation 14: Persons in charge

A new person in charge had been appointed to the centre since the last inspection. They were a qualified nurse and had the necessary skills and experience required in order to meet the requirements of the regulations. They demonstrated a good knowledge of the residents needs in the centre.

Judgment: Compliant

Regulation 15: Staffing

There was a planned and actual rota in place in the centre. Consistency of care was provided to residents through the use of regular relief staff. Of the staff spoken to, they said they felt supported in their role.

Judgment: Compliant

Regulation 16: Training and staff development

There were some training gaps identified in refresher training that the person in charge was aware of and some staff had not completed training in infection control.

Judgment: Substantially compliant

Regulation 19: Directory of residents

A directory of residents was maintained in the centre.

Judgment: Compliant

Regulation 23: Governance and management

The were many positive aspects of the governance and management system which helped to ensure that residents received an effective service. The provider had ensured that an audit system was in place which was focused on continual improvement.

However, it was evident from the findings of this inspection that improvements were required. The management systems needed to be strengthened to ensure there was adequate oversight of key areas such as admissions, safeguarding and positive behavioural support.

Judgment: Substantially compliant

Regulation 24: Admissions and contract for the provision of services

The provider's admission processes did not take into account or assess the need to protect residents prior to any new admissions to the centre.

Judgment: Not compliant

Regulation 3: Statement of purpose

The registered provider had prepared a statement of purpose containing the information set out in Schedule 1 of the regulations.

Judgment: Compliant

Regulation 31: Notification of incidents

The inspectors found that some quarterly notifications had not been submitted to HIQA within the required time frames.

Judgment: Substantially compliant

Regulation 34: Complaints procedure

The person in charge was responding to complaints being raised in the centre and was taking actions to address them at the time of the inspection.

Judgment: Compliant

Quality and safety

Overall inspectors found that while there were was evidence of positive outcomes for residents in the centre improvements were required in some key areas including safeguarding arrangements, positive behaviour support and risk management.

Residents' social care needs were being well supported and residents had opportunities to become involved in their communities. A sample of residents personal plans viewed found that residents had an up to date assessment of need completed. Plans of care were in place which outlined the supports residents

required. These plans were reviewed regularly by the staff in the centre. An outline of residents goals, likes and dislikes was also included. It was evident that residents were being supported to realise some of their goals. For example; one resident had attended a concert and another was attending a football match at the weekend. Other goals planned included going abroad and visiting the television set of a residents favourite ' soap' and visiting a brewery.

There were fire safety arrangements in place in the centre which included the provision of fire doors, means of escape, emergency lighting, a fire alarm and fire fighting equipment. The records viewed in one community home demonstrated that all equipment was serviced appropriately. All staff had completed training in fire safety.

Personal emergency evacuation procedures had been developed for each resident outlining the supports they required for a safe evacuation of the centre. Fire drills were also conducted. The records viewed indicated that residents could be safely evacuated from the centre in a timely manner.

Risk management arrangements were in place to respond to accidents and incidents and to keep residents safe. Inspectors reviewed documents pertaining to the management of risks in the centre. This included a risk register which outlined a list of control measures to mitigate risks. However, this document had not been reviewed in line with the provider's own procedures.

While all incidents were reviewed by the person in charge, inspectors were not assured that some significant incidents that had occurred in the centre had been comprehensively reviewed so as to mitigate future risks to residents and guide staff practice. Some individual risk assessments had also not been updated to reflect recommendations which had been made following reviews of incidents.

There were mechanisms in place in the centre to deal with any incidents of alleged abuse. All staff had received appropriate training in relation to safeguarding residents and the prevention detection and response to abuse. The staff who spoke with inspectors were aware of what constituted abuse and the appropriate reporting structures in place.

As stated earlier in the report, prior to the inspection there had been a number of notifications submitted to HIQA regarding on going safeguarding incidents in the centre. These incidents related to the impact that some residents' behaviours of concern had on other residents in the centre. After each incident the person in charge and the provider representative had taken actions to safeguard and support residents. For example; staffing levels had been increased in one home and one resident was being supported by an allied health professional to assess whether they felt safe and were happy in the centre. However, given that these issues remained ongoing in the centre, the inspectors were not assured that the safeguards implemented were always effective and further review of this area was required.

All staff had been provided with training on positive behaviour support. Staff were knowledgeable around the residents' needs. However, some residents had no

behaviour support plan in place to guide practice as they were in the process of being developed at the time of this inspection. The inspectors were informed that information from incident report forms was being gathered to inform these plans. However, these records were not comprehensive and as such would not fully inform the supports required for the residents.

A number of restrictive practices were in place in the centre. On review of a sample of the records maintained, there was evidence of some good practices. For example, a log was maintained when restrictions were implemented. This was reviewed by the person in charge to ensure that it was only used for the shortest duration. Some restrictions had also been removed since the last inspection. Improvements were however required in one protocol viewed to ensure that the correct information was recorded to guide staff practice and ensure it did not impact on the rights of the resident.

The centre comprised of two community homes. One community home was homely and well presented. The other home required some improvements to ensure that it was homely and well maintained. The person in charge had already identified most of these issues and had some improvements completed at the time of the inspection to address this. Both community houses were spacious and all residents had their own bedrooms. Both houses had large gardens which were well maintained .

Regulation 10: Communication

Residents were supported to communicate in their own individual style and had access to relevant allied health professionals. Communication aids were observed in the centre. This included meals in picture format and a pictorial roster.

Judgment: Compliant

Regulation 17: Premises

Some areas of improvement were required in one community home. This included:

Furniture in one sitting area was not maintained in good order

One bedroom required updating and some maintenance issues needed to be

addressed in an en suite bathroom.

Judgment: Substantially compliant

Regulation 26: Risk management procedures

The risk register had not been reviewed in line with time frames as set by the provider.

Inspectors were not assured that some significant incidents which had occurred in the centre had been comprehensively reviewed so as to mitigate future risks to residents and guide staff practice.

Some individual risk assessments had not been updated to reflect the recommendations from the reviews taking place.

Judgment: Not compliant

Regulation 28: Fire precautions

There were fire safety arrangements in place in the centre which included the provision of fire doors, means of escape, emergency lighting, a fire alarm and fire fighting equipment. The records viewed in one community home demonstrated that all equipment was serviced appropriately. All staff had completed training in fire safety.

Personal emergency evacuation procedures had been developed for each resident outlining the supports they required for a safe evacuation of the centre. Fire drills were conducted. The records viewed indicated that residents could be safely evacuated from the centre in a timely manner.

Judgment: Compliant

Regulation 5: Individual assessment and personal plan

A sample of residents personal plans viewed found that residents had an up to date assessment of need completed. Plans of care were in place which outlined the supports residents required. These plans were reviewed regularly by the staff in the centre.

Judgment: Compliant

Regulation 7: Positive behavioural support

Some residents had no behaviour support plan in place to guide practice as they were in the process of being developed at the time of this inspection.

Information recorded on incident report forms was being gathered to inform these plans. However, these records were not comprehensive and as such would not fully guide the supports required for the residents.

Improvements were required in one record viewed to ensure that the correct information was recorded to guide staff practice as it could impact on the rights of the resident if implemented in accordance with the protocol.

Judgment: Not compliant

Regulation 8: Protection

The inspectors were not assured that the safeguarding plans in place were effective, given that incidents continued to occur in the centre.

Judgment: Substantially compliant

Appendix 1 - Full list of regulations considered under each dimension

This inspection was carried out to assess compliance with the Health Act 2007 (as amended), the Health Act 2007 (Care and Support of Residents in Designated Centres for Persons (Children and Adults) with Disabilities) Regulations 2013, and the Health Act 2007 (Registration of Designated Centres for Persons (Children and Adults with Disabilities) Regulations 2013 - 2015 as amended and the regulations considered on this inspection were:

Regulation Title	Judgment
Capacity and capability	
Regulation 14: Persons in charge	Compliant
Regulation 15: Staffing	Compliant
Regulation 16: Training and staff development	Substantially compliant
Regulation 19: Directory of residents	Compliant
Regulation 23: Governance and management	Substantially compliant
Regulation 24: Admissions and contract for the provision of services	Not compliant
Regulation 3: Statement of purpose	Compliant
Regulation 31: Notification of incidents	Substantially compliant
Regulation 34: Complaints procedure	Compliant
Quality and safety	
Regulation 10: Communication	Compliant
Regulation 17: Premises	Substantially compliant
Regulation 26: Risk management procedures	Not compliant
Regulation 28: Fire precautions	Compliant
Regulation 5: Individual assessment and personal plan	Compliant
Regulation 7: Positive behavioural support	Not compliant
Regulation 8: Protection	Substantially compliant

Compliance Plan for Tonniscoffey House Designated Centre (with Lisdarragh as a unit under this centre) OSV-0002452

Inspection ID: MON-0025732

Date of inspection: 29/05/2019

Introduction and instruction

This document sets out the regulations where it has been assessed that the provider or person in charge are not compliant 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 document is divided into two sections:

Section 1 is the compliance plan. It outlines which regulations the provider or person in charge must take action on to comply. In this section the provider or person in charge must consider the overall regulation when responding and not just the individual non compliances as listed section 2.

Section 2 is the list of all regulations where it has been assessed the provider or person in charge is not compliant. Each regulation is risk assessed as to the impact of the non-compliance on the safety, health and welfare of residents using the service.

A finding of:

- **Substantially compliant** A judgment of substantially compliant means that the provider or person in charge has generally met the requirements of the regulation but some action is required to be fully compliant. This finding will have a risk rating of yellow which is low risk.
- Not compliant A judgment of not compliant means the provider or person in charge has not complied with a regulation and considerable action is required to come into compliance. Continued non-compliance or where the non-compliance poses a significant risk to the safety, health and welfare of residents using the service will be risk rated red (high risk) and the inspector have identified the date by which the provider must comply. Where the non-compliance does not pose a risk to the safety, health and welfare of residents using the service it is risk rated orange (moderate risk) and the provider must take action within a reasonable timeframe to come into compliance.

Section 1

The provider and or the person in charge is required to set out what action they have taken or intend to take to comply with the regulation in order to bring the centre back into compliance. The plan should be **SMART** in nature. **S**pecific to that regulation, **M**easurable so that they can monitor progress, **A**chievable and **R**ealistic, and **T**ime bound. The response must consider the details and risk rating of each regulation set out in section 2 when making the response. It is the provider's responsibility to ensure they implement the actions within the timeframe.

Compliance plan provider's response:

Regulation Heading	Judgment
Regulation 16: Training and staff development	Substantially Compliant

Outline how you are going to come into compliance with Regulation 16: Training and staff development:

All staff are scheduled and will receive refresher training in infection control by the 31-July 2019.

2 staff are scheduled and will receive Moving and Handling Training by 26-July 2019. 2 staff members are scheduled for fire training on the 9/9/2019.

Regulation 23: Governance and management	Substantially Compliant

Outline how you are going to come into compliance with Regulation 23: Governance and management:

For future admissions to the center the Director of Nursing and the Assistant of Nursing will be fully involved in the assessment process prior to new admissions which will consider the compatibility of the individual residents residing in the center. The Admissions and Discharge Policy has now been reviewed to reflect the appropriate assessment regarding future admissions to the service.

The PIC will continue to liaise with staff, clinical psychology and the safeguarding team and review safeguarding plans and risk assessments to ensure that the management plans in place are effective and reduce incidents. All safeguarding incidents are examined by the Director of Nursing and follow up is completed by the Safeguarding

team in line with the Director of Nursing. One resident's behavior support plan was completed on the 31-5-19 – completed. A second resident's behavior support plan will be completed by the 19-7-19- completed. Senior management going forward will ensure that Quality Improvement Plans are returned on a weekly basis and site visits conducted to ensure that all actions are completed. Regulation 24: Admissions and Not Compliant contract for the provision of services Outline how you are going to come into compliance with Regulation 24: Admissions and contract for the provision of services: The Admissions and Discharge Policy has now been reviewed to reflect the appropriate assessment regarding future admissions to the service. The Director of Nursing and the Assistant Director of Nursing will be fully involved in the assessment process prior to all new admissions within the service, which will consider the compatibility of individuals residing in a particular center. Admissions and discharge Policy has been amended and awaiting sign off from the policy, procedure and guideline review group on the 25-7-19. Regulation 31: Notification of incidents Substantially Compliant Outline how you are going to come into compliance with Regulation 31: Notification of incidents: The PIC will ensure all quarterly notifications, (to include NF39D) are submitted to HIQA within the timeframe. Retrospective NF39D has been submitted on 30th May 2019. Regulation 17: Premises **Substantially Compliant**

Outline how you are going to come into compliance with Regulation 17: Premises:

In one center (Lisdarragh) a couch has been purchased and will be delivered on the 24/7/19.

New toilet seat has been fitted in resident's en suite bathroom and the bedroom has

been updated with personal pictures and completed 30/8/19.	fittings. Painting of resident's bedroom will be		
Regulation 26: Risk management procedures	Not Compliant		
Outline how you are going to come into compliance with Regulation 26: Risk management procedures: The PIC has reviewed the risk register for this center and a plan is in place to review annually or sooner if required- 7th June 2109 – completed			
All significant incidents will be reviewed bincident – and this is ongoing within the o	y the Clinical team within 72 hours of the center.		
All residents risk assessments have been updated to reflect the recommendations which had been made following reviews of incidents – completed – $24/6/19$ and this will be an ongoing process within the center.			
	t management system forms will be monitored t will be extracted from the National Incident by management.		

Regulation 7: Positive behavioural support	Not Compliant

Outline how you are going to come into compliance with Regulation 7: Positive behavioural support:

Full review of resident behavior support plan was completed on the 31st May 2019. A second resident's behavior support plan will be completed by the 19-7-2019. Both behavior support plans have been developed and completed in conjunction with the clinical psychologist.

The record to guide the staff practices has been reviewed and amended to reflect the rights of the residents – 30th May 2019.

PIC has identified review dates of all behavior support plans in both centers and placed review dates on her quality improvement plan to ensure plans are reviewed as per policy. Senior management to ensure site visit is conducted to ensure all actions are completed.

Regulation 8: Protection	Substantially Compliant
and review safeguarding plans and risk as plans in place are effective and reduce in	clinical psychology and the safeguarding team ssessments to ensure that the management

Section 2:

Regulations to be complied with

The provider or person in charge must consider the details and risk rating of the following regulations when completing the compliance plan in section 1. Where a regulation has been risk rated red (high risk) the inspector has set out the date by which the provider or person in charge must comply. Where a regulation has been risk rated yellow (low risk) or orange (moderate risk) the provider must include a date (DD Month YY) of when they will be compliant.

The registered provider or person in charge has failed to comply with the following regulation(s).

Regulation	Regulatory requirement	Judgment	Risk rating	Date to be complied with
Regulation 16(1)(a)	The person in charge shall ensure that staff have access to appropriate training, including refresher training, as part of a continuous professional development programme.	Substantially Compliant	Yellow	09/09/2019
Regulation 17(1)(b)	The registered provider shall ensure the premises of the designated centre are of sound construction and kept in a good state of repair externally and internally.	Substantially Compliant	Yellow	30/08/2019
Regulation 23(1)(c)	The registered provider shall ensure that management systems are in place in the designated centre to ensure that the	Substantially Compliant	Yellow	19/09/2019

Regulation 24(1)(b)	service provided is safe, appropriate to residents' needs, consistent and effectively monitored. The registered provider shall ensure that admission policies and practices take account of the need to protect residents from abuse by their peers.	Not Compliant	Orange	25/07/2019
Regulation 26(2)	The registered provider shall ensure that there are systems in place in the designated centre for the assessment, management and ongoing review of risk, including a system for responding to emergencies.	Not Compliant	Orange	24/06/2019
Regulation 31(3)(d)	The person in charge shall ensure that a written report is provided to the chief inspector at the end of each quarter of each calendar year in relation to and of the following incidents occurring in the designated centre: any injury to a resident not required to be notified under paragraph (1)(d).	Substantially Compliant	Yellow	30/05/2019
Regulation 07(1)	The person in	Not Compliant	Orange	19/07/2019

	charge shall ensure that staff have up to date knowledge and skills, appropriate to their role, to respond to behaviour that is challenging and to support residents to manage their behaviour.			
Regulation 7(5)(a)	The person in charge shall ensure that, where a resident's behaviour necessitates intervention under this Regulation every effort is made to identify and alleviate the cause of the resident's challenging behaviour.	Substantially Compliant	Yellow	19/07/2019
Regulation 08(2)	The registered provider shall protect residents from all forms of abuse.	Substantially Compliant	Yellow	06/06/2019