

Action Plan

This Action Plan has been completed by the Provider and the Authority has not made any amendments to the returned Action Plan.

Action Plan ID:	MON-0018054-AP
Provider's response to Inspection Report No:	MON-0018054
Centre Type:	Children's Residential Centre
Service Area:	CFA DNE CRC
Date of inspection:	05 October 2016
Date of response:	15 November 2016

These requirements set out the actions that should be taken to meet the National Standards for Children's Residential Services.

Theme 2: Safe & Effective Care

Standard 5: Planning for Children and Young People

Judgment: Requires improvement

The Provider is failing to comply with a regulatory requirement in the following respect:

Aftercare services were not provided to children in a timely way in line with Tusla policy.

Action Required:

Under Standard 5: Planning for Children and Young People you are required to ensure that:

There is a statutory written care plan developed in consultation with parents and young people that is subject to regular review. This plan states the aims and objectives of the placement, promotes the welfare, education, interests and health needs of young people and addresses their emotional and psychological needs. It stresses and outlines practical contact with families and, where appropriate, preparation for leaving care.

Please state the actions you have taken or are planning to take:

Unit manager will ensure that Aftercare services are requested provided to children

in a timely way in line with Tusla policy.

Proposed timescale:
30/11/2016

Person responsible:
Area Manager

Theme 2: Safe & Effective Care
Standard 10: Premises and Safety
Judgment: Requires improvement

The Provider is failing to comply with a regulatory requirement in the following respect:

One fire door was not adequately sealed to contain a fire.

There were gaps in daily, weekly and monthly fire checks.

Not all fire drill records recorded how well the fire evacuation had proceeded.

The garden at the rear of the centre required upkeep.

The CCTV system required repair.

Action Required:

Under Standard 10: Premises and Safety you are required to ensure that:
The premises are suitable for the residential care of young people and their use is in keeping with their stated purpose. The centre has adequate arrangements to guard against the risk of fire and other hazards in accordance with Articles 12 and 13 of the Child Care (Placement of Children in Residential Care) Regulations, 1995.

Please state the actions you have taken or are planning to take:

Unit manager is scheduled to meet with the maintenance manager on 6th December and liaise with the maintenance department to ensure the fire door is in line with regulation and adequate to contain a fire.

Unit manager will ensure that the daily, weekly and monthly fire checks are adequately completed and all gaps are addressed. Effective immediately

Unit manager will ensure the fire drill records record the fire evacuation process and any learning from each drill. Effective immediately

The garden has been tidied up. There is a garden maintenance contact in place the unit manager will ensure the upkeep of garden is maintained on a regular basis. Effective immediately.

The CCTV system is fully upgraded and operational. Effective immediately.

Proposed timescale:
31/12/2016

Person responsible:
Area Manager

Theme 4: Leadership, Governance & Management
Standard 2: Management and Staffing
Judgment: Requires improvement

The Provider is failing to comply with a regulatory requirement in the following respect:

Policies and procedures required updating.

Monitoring and oversight mechanisms were not always effective.

Centre records were not always up-to-date and complete.

Not all staff had received mandatory training.

Training needs had not been comprehensively assessed and there was no training programme in place.

Additional training required by staff had not been provided in a timely way.

The system in place to ensure that immunisation records was available for all children was not effective.

Supervision had not been provided in line with timelines of the supervision policy.

Action Required:

Under Standard 2: Management and Staffing you are required to ensure that: The centre is effectively managed, and staff are organised to deliver the best possible care and protection for young people. There are appropriate external management and monitoring arrangements in place.

Please state the actions you have taken or are planning to take:

Policies and procedures will be updated to reflect the operation of the centre as part of the national policy and procedure framework.

The unit manager will ensure that identified gaps in recording are addressed with the staff team and confirmation of completed amendments are recorded appropriately. With immediate effect.

The Alternative care manager will implement mechanisms to regularly assess the quality of the service in a planned and systematic manor from governance reports. With immediate effect.

The centre manager will highlight the necessity to ensure all supervision is within the agreed timeframe of the policy. With immediate effect.

The unit manager will ensure all staff members complete a Professional Development plan to form part of the training needs of the service.

The unit manager will compile a comprehensive training plan based on the needs of the young people within the service, informed by the staff PDP's and other quality

assurance tools 30th January 2017

The immunisation records are requested as part of the admission process. Where immunisations records have not been received within a timely manner the unit manager will liaise with the social worker team leader and alternative care manager to retrieve the relevant documentation.

Any staff who have not received mandatory training to date will be prioritised for the appropriate training by 6th February 2017

Proposed timescale:
06/02/2016

Person responsible:
Area Manager