ADULT MENTAL HEALTH / SOCIAL CARE SERVICES SWANSEA LOCALITY

ACTION PLAN: CARE AND TREATMENT PLAN REVIEW

Date of Action Plan: Oct 2020

OBJECTIVE	ACTION(S)	PERSON RESPONSIBLE	START DATE	MONITORING ARRANGEMENTS	Progress report			
Ensure compliance with 90% of relevant patients having a current CTP	1. All teams have a data base of CTP dates and review.	Team Leads/service Managers	2019	To be monitored monthly Via performance dashboard	Databases in situ & operational			
	2. CTP compliance is discussed as part of managerial supervision	Team Leads		Via Service manager – team lead supervisions.	In place			
	3. Teams conduct virtual/telephone reviews as part of duty when staff are sick and unable to meet review deadlines	Team leads		Via Service manager- team lead supervisions	In place			
To improve the quality of risk assessment and management plans and how they are	1. 73 individuals WARRN trained – identify who these are. 2. Plan for WARRN training prioritising all care co-ordinators. Nicola Derrick	George Twigg / Nicola Derrick	January 2019	By CTP audit and clinical supervision, and PADR reviews.	WARRN database of staff completed			

reflected within the CTP	3. Biannual Locality audit of CTPs using peer reviewers to complete DU audit pro-formas to inform annual Locality CTP plan.	Team Leads Adult and OPMHs	March 2019 March 2019	Training data base numbers/ ESR Via SMT quality and safety quarterly review	CTP peer review process in place			
To improve the quality of CTPS to ensure they are person centred, have SMART objectives and reflect input and evidence from service users and carers.	1. Refresher training to be delivered to give key messages about CTP being central to care planning and the one overarching plan of care. 2. Biannual Locality audit of CTPs using peer reviewers to complete DU audit pro-formas to inform annual Swansea Locality CTP Action Plan. 3. Swansea locality to evidence carer/service user involvement in CTP training	Learning and Development Team Service Mangers Team leads (Audit and feedback) Learning and Development Team	January 2019 March 2019 January 2021	Learning and Development annual reports – Lead Nurse meetings. L&D meetings CTP Audit Group, clinical supervision and case note supervision	Training programme commenced CTP peer review process in place			