

<b>CQC/OFSTED Recommendation:</b> Ensure the draft health action plan is agreed and fully supports improvements in health provision, including case recording, health contribution to holistic assessments of need and risk, case planning and measurement of health outcomes and impact	
<b>SERVICES FOR SAFEGUARDING AND LOOKED AFTER CHILDREN</b>	
<b>AREA FOR IMPROVEMENT</b>	<b>3. Introduction of revised health visitor and school nurse records (facilitating the consideration and recording of the views of children and young people).</b>
<b>ACTION REQUIRED</b>	<ol style="list-style-type: none"> <li>1. Design and procurement of documents</li> <li>2. Awareness raising to take place through record keeping training already planned</li> <li>3. Demonstrate effectiveness through performance framework (above)</li> </ol>
<b>CURRENT POSITION STATEMENT</b>	
<b>LEAD ORGANISATION</b>	<b>BCPFT</b>
<b>PERSONNEL/ORGANISATION KEY</b>  <b>SUE MARSHALL – SM</b> <b>ANNA DODD – AD</b> <b>WENDY PUGH – WP</b> <b>HILARY WALKER – HW</b> <b>PAULINE OWENS – PO</b> <b>DAWN GREARLEY – DG</b> <b>DEBBIE COOPER – DC</b> <b>THELMA BOWERS – TB</b> <b>ROSIE MUSSON – RM</b> <b>DUDLEY &amp; WALSALL MENTAL HEALTH PARTNERSHIP TRUST</b> <b>DUDLEY GROUP OF HOSPITALS FOUNDATION TRUST</b>	

**BLACK COUNTRY PARTNERSHIP FOUNDATION TRUST**

**NHS DUDLEY**

<b>Milestones</b>	<b>Org</b>	<b>Specific Actions</b>	<b>Completion Date</b>	<b>Executive Lead</b>	<b>Local Lead</b>	<b>Status (RAG)</b>	<b>Position Statement</b>	<b>Impact</b>	<b>Measures</b>
1.Design & procurement of documents	NHSD	Design and pump priming of documentation	31.01.2012	HW	PO	G	Complete	Improve record keeping practice	Audit
2.Awareness raising to take place through record keeping training	BCPFT	Deliver record keeping training to every health visitor and school health advisor in 2012	28.01.2012	SM	PO	A	Small proportion of staff unable to attend training delivered. 'Mop up' training planned for April 16 <sup>th</sup> 2012	All Health Visitors and School Health Advisors aware of record keeping standards, thus improving recording skills to ensure that the facilitation of consideration of the views of children and young people.	Audit
3.Demonstrate effectiveness through performance framework	BCFT	Monthly audit of case conference reports	28.02.2012	SM	PO	G	Commenced Jan and on going	Improved recording skills	Audit
	BCPFT	Designated Nurse to audit 5 case records per month to assess quality	Commence April	SM	PO	R	To commence April following implementation of new records	Effective implementation demonstrated through performance framework	Audit and supervision

	BCFPT	Design audit programme to deliver against performance framework	May 2012	SM	AD	R			
--	-------	---	----------	----	----	---	--	--	--