








<p>The Royal Wolverhampton Hospitals NHS Trust</p>		
<p>Trust Board Report</p>		
Meeting Date:	February 2012	
Title:	Joint Health Safeguarding Vulnerable Children's Committee (JHSVCC)	
Executive Summary:	To update the Trust Board on the progress of the JHSVAC	
Action Requested:	For the Trust Board to receive information	
Report of:	Cheryl Etches, Chief Nursing Officer	
Author: Contact Details:	Deputy Chief Nurse – Transformation and Workforce mari.gay@nhs.net – 69-5366	
Resource Implications:	N / A	
Public or Private: (with reasons if private)	Public	
References: (eg from/to other committees)	Compliance Committee receiving quarterly assurance from the Joint Health Safeguarding Vulnerable Children Committee	
Appendices/ References/ Background Reading	Ofsted/CQC report Safeguarding Children Wolverhampton July 2011 CQC Registration Outcome 7 Every Child Matters Wolverhampton Safeguarding Children Policy	
NHS Constitution: (How it impacts on any decision-making)	<p>In determining this matter, the Board should have regard to the Core principles contained in the Constitution of:</p> <ul style="list-style-type: none">  Equality of treatment and access to services  High standards of excellence and professionalism  Service user preferences  Cross community working  Best Value  Accountability through local influence and scrutiny 	

BACKGROUND DETAILS

The Joint Health Safeguarding Children's Committee plans the required developments of the organisation, across acute and community services, to safeguard the children of the city. The partnerships with Primary Care, the Local Authority, schools, Sandwell Black Country Partnership and the Voluntary Sector that support this arrangement continue to be enhanced and provide the required communication and operational policies to support the safeguarding of children.

Following the 2010/11 internal audit recommendations, the organisation now has in place a performance management framework that supports identification of areas for improvement and ongoing assurance across the Trust. In 2011 the CQC and Ofsted undertook a review of safeguarding arrangements within the city. The attached responsive action plan is reviewed by the Strategic Health Authority and commissioners within the city and internally by the compliance committee.

All actions are progressing including:

- The implementation of a flagging system for children admitted to hospital that are subject to a child protection plan. This will ensure appropriate action and communication is in place.

The organisation is part of one serious case review in conjunction with partners in the city which is due for completion in spring of 2012. The outcomes and any lessons learnt will be implemented and monitored within the organisation.

Wolverhampton City Primary Care Trust / Royal Wolverhampton Hospitals NHS Trust / Black Country Partnership Foundation Trust

Action Plan in response to OFSTED / CQC Inspection Findings (ref Ofsted, July 2011: CQC July 2011)

Working Copy (Up-dated 19.12.11)

Key	RAG Rating
Red	Work yet to commence / work commenced and more than two months behind schedule
Amber	Work commenced / work in progress and rate of progress acceptable with evidence available
Green	Work completed and evidence available

Area for Improvement:1 (ref. Ofsted point 4)				Time-frame				
Ensure that the WSCB and Royal Wolverhampton Hospitals Trust has effective performance management of safeguarding processes, practice and recording within the children's acute hospital services				Immediately (as referenced by Ofsted)				
No	Action required	Accountable Org. *(C / P)	Lead Officer(s)	Time-frame	Progress Rating (RAG rated)			Progress / Outcome
					R	A	G	
1.1	Review the SC performance management framework – with specific ref. to hospital context (cross ref. StHA Action Plan 03.11)	RWHT (P)	Dep. Dir. N & M Ds Dr SC DSNSC	Review completed Produce framework details by 24.01.12				Performance monitoring and reporting arrangements have been revised as part of the business of the JHSCC. More work is required to take account of any internal, inter-agency and regional performance indicator needs. Up-dated verbal report to JHSCC 22.11.11 To present written report to JHSCC 24.01.12
1.2	Review the ToRs and reporting arrangements of JHSCC – specific ref. to hospital context and ref. to reporting to WSCB	WCPCT (C)	Ds Dr SC DSNSC	Completed 27.09.11				Revised Terms of Reference agreed by the JHSCC 27.09.11

1.3	Production of quarterly monitoring reports which inform on key items of activity ref. Children's Liaison Service's support to hospital depts. on SC matters to include specific details on the service's engagement with the A & E Department.	RWHT (P)	Lead Officer Children's Liaison Service	Reporting to JHSCC to commence September 2011				Reporting commenced. First report presented by Children's Liaison Service to the JHSCC 27.09.11. Frequency of reporting programmed for 2012. 2 nd report expected 24.01.12
1.4 Ref C Q C Re c	Ensure that all appropriate staff at the Royal Wolverhampton Hospitals Trust are aware of the access to mental health assessments for children and young people.	RWHT (P) BCPFT (P)	Dep. Dir. N & M Dir.C&YP BCPFT	Complete distribution of details by 31.01.12 Progress report to JHSCC 24.01.12				Progress report presented to JHSCC 22.11.11. Deliberate Self Harm Procedure sent to Senior Matron Acute / RWHT – for dissemination to all staff.
Area for Improvement: 2 (ref. Ofsted point 5)				Time-frame				
Ensure the Royal Wolverhampton Hospitals Trust has sufficient paediatric-trained nurses available in its children's accident and emergency (A&E) department				Immediately(as referenced by Ofsted)				
No	Action required	Accountable Org. *(C / P)	Lead Officers	Time-frame	Progress Rating (RAG rated)			Progress / Outcome
					R	A	G	
2.1	Review paediatric staffing establishment mapped against demand – specific ref. to Acute Paed. Nursing workforce available to care for C & YP in A & E Dept. – To include a risk assessment	RWHT (P)	Dep. Dir. N & M Head of Nursing	Completed 17.11.11				x2 Risk Assessments completed. Actions identified – progress to be monitored via established CG arrangements.
Area for Improvement: 3 (ref. Ofsted point 6)				Time-frame				
Ensure that effective information sharing arrangements between Health and social care staff are in place to ensure that risks to children are identified				Immediately(as referenced by Ofsted)				
No	Action required	Accountable Org. *(C / P)	Lead Officers	Time-frame	Progress Rating			Progress / Outcome

					(RAG rated)			
					R	A	G	
3.1	Review the system of flagging children with Child Protection Plan who attend A & E and other out of hours services and ensure this is a robust system across the health economy (cross ref. StHA Action Plan 03.11)	WCPCT (C) RWHT (P)	Ds Dr SC DSNSC Dep. Dir. N & M	31.10.11 (ref. StHA Action Plan 03.11) Complete by 31.12.11				Work in progress due for completion end of Dec 2011. Managed as item of high priority. Risk assessment completed 17.11.11.
3.2	Review of the 'management for review of presentations' (ref flow chart 2010) by which to strengthen reporting, governance and performance monitoring	RWHT (P)	Ds Dr SC DSNSC	Completed 22.11.11				Current flow chart reviewed and revised. Endorsed by JHSCC 22.11.11. For implementation December 2011.
3.3	TO Improve information-sharing between Health Visitors / Social Care and Children's Centres In addition – ref. to WCC Action Plan ref S7	RWHT (P)	Senior Matron Community	Ref. to WCC Action Plan - ref S7				Work in progress as part of multi-agency service developments.
Area for Improvement: 4 (ref. Ofsted point 7)				Time-frame				
Ensure that there is effective safeguarding training, supervision and that professional development forums, where safeguarding issues can be discussed regularly, are established across community and acute health services and that adult services staff are included where appropriate.				Immediately(as referenced by Ofsted)				
No	Action required	Accountable Org. *(C / P)	Lead Officers	Time-frame	Progress Rating (RAG rated)			Progress / Outcome
					R	A	G	
4.1	Review the SC Education & Training arrangements across the respective provider sites and progress actions on findings	RWHT (P) BCPFT(P)	Dep. Dir. N & M Ds Dr SC DSNSC	Complete by 31.03.12				RWHT - Report on review of current guidance presented to JHSCC 27.09.11. Presented to Compliance Committee RWHT 06.10.11. Update report to JHSCC 22.11.11. Adjusted programme to commence Jan 2012

			Dir.C&YP BCPFT	Complete by 31.12.11 Review progress May 2012			Education & Training Framework to be up-dated by 31.03.12 BCPFT – Training programmed at required levels. Work to progress Jan 2012 onwards. Mandatory passport developed.
4.2	Review the SC Clinical Supervision arrangements across the respective provider sites and progress actions on findings	RWHT (P) BCPFT(P)	Dep. Dir. N & M Des Dr DSNSC Dir.C&YP BCPFT	Preliminary review completed 22.11.11 Complete by 31.03.12 Ratification by Feb 2012 Complete May 2012			RWHT - Peer review programme for medical practitioners established. Proactive programme of SC Clinical Supervision established for named practitioners. Regular monitoring activity reports produced. Reactive supervision available on needs-led basis. 4.2 linked to work activities of 4.1 In addition refer to 4.7 BCPFT – Agreed for SC clinical supervision protocol to be integrated into existing policy. For local discussion regarding supervisor arrangements.
4.3	Review the Professional / Link Forum arrangements across the respective provider sites and progress actions on findings	RWHT (P) BCPFT(P)	Dep. Dir. N & M Ds Dr SC DSNSC Dir.C&YP BCPFT	Completed 22.11.11			RWHT – Programme of meetings and forum business reviewed. Adjustments made to 2012 arrangements. Regular reports to be presented to JHSCC.
				Complete by 31.03.12			BCPFT – Re-identification of link staff. Link meetings to be re-established.
4.4	All staff working in reception areas within the A & E Dept. are to complete 'refresher' training on	RWHT (P)	NNSC	Completed 22.11.11			All relevant staff have completed refresher training.

	Safeguarding Children							
4.5	Review the need for refresher training for reception staff across all 'Unscheduled Access Portals' (WICs / Doctors On Call) and progress actions on findings	RWHT (P) WCPCT(C)	NNSC Nmd GP	Complete by 31.03.12			RWHT – WIC relevant staff up-to-date with training. To complete refresher training for 'break cover' staff. WCPCT – Outstanding needs to be confirmed via WCPCT database enquiry	
4.6	Monitoring and Audit exercise to be undertaken across reception areas of 'Unscheduled Access Portals' (WICs / Doctors On Call) with regard to understanding knowledge and competency of staff on 'What to do if concerned regarding the safety and welfare of a child '	RWHT (P) WCPCT(C)	NNSC Nmd GP	Complete by 31.01.12			RWHT – Work in progress – Production of learning evaluation enquiry sheet. On-site enquiries to be programmed. WCPCT – Potential use of audit tool considered. On-site enquiries to be programmed.	
4.7	Review support and supervision for midwifery practitioners regarding SC matters and progress actions on findings	RWHT (P)	Dep. Dir. N & M DSNSC Head of Midwifery(Acting)	Complete by 31.03.12			Local needs reviewed Oct. 2011. Progress report to JHSCC 22.11.11. Clinical supervision process agreed in principle Supervisor arrangements to be confirmed early 2012.	
Area for Improvement: 5 (ref Ofsted point 12)				Time-frame				
Health and social care should ensure that effective protocols and services to support the transitions of disabled children into adult services are in place				Within 3 months(as referenced by Ofsted)				
No	Action required	Accountable Org. *(C / P)	Lead Officers	Time-frame	Progress Rating (RAG rated)			Progress / Outcome
					R	A	G	
5.1	Review arrangements with regard to transition to adult services for disabled C & YP – specific ref. to ensuring robust systems enable AMH to give sufficient consideration	RWHT (P)	Senior Matron Community Dir.C&YP	Ref. to WCC Action Plan - ref S12				Relevant health personnel identified to engage in multi-agency action plan activities with regard to WCC Action Plan (ref Ofsted findings). Work to be led by WCC.

	to SC needs of C & YP. In addition – ref. to WCC Action Plan ref S12	BCPFT (P)	BCPFT	Completed 22.11.11				BCPFT – SUBs have named staff to consider transition and supervision has been made to support >18yrs where vulnerable.
				Complete review by 31,05.12				Any existing transition policies to be reviewed & re-launched with a view to move to a youth service (14 – 25) to support young people with MH needs.
Area for Improvement: 6 (ref. Ofsted point 13)				Time-frame				
Improve partnership working with both adult mental health and adult substance misuse services, ensuring that adult mental health services are robust in carrying out their child protection responsibilities.				Within 3 months(as referenced by Ofsted)				
No	Action required	Accountable Org. *(C / P)	Lead Officers	Time-frame	Progress Rating (RAG rated)			Progress / Outcome
					R	A	G	
6.1	Strengthen partnership arrangements (strategic & operational) to ensure AMH / Addiction Services fully engaged in SC business In addition – ref. to WCC Action Plan ref S13	BCPFT (P)	Dir.C&YP BCPFT	Commence 30.09.11 with quarterly reporting on progress Review progress Feb. 2012 Ref. to WCC Action Plan - ref S13				Reporting commenced. First verbal report presented by Dir. C&YP, BCPFT to JHSCC 27.09.11. Progress report presented to JHSCC 22.11.11. Discussion and liaison taking place to strengthen existing arrangements. Link staff identified. NNSC to commence regular reporting on Child Protection Case Conference engagement by AMH services.
6.2	Review the SC performance management framework – specific ref. to AMH / Addiction Service context	BCPFT (P)	Dir.C&YPB CPFT	Review progress Feb 2012				Local SC activities reviewed by NNSC in relation to Needs Assessments. Virtual Fax for NNSC to be established for monitoring referrals. Existing performance framework to be reviewed and agreed as part of new structure, including performance reporting metrics.
Area for Improvement: 7 (ref. Ofsted point 14)				Time-frame				

Ensure that there is a systematic approach to performance management and evaluation across safeguarding services, including sufficient qualitative information and robust quantitative data so that the impact of services is fully understood.				Within 6 months(as referenced by Ofsted)				
No	Action required	Accountable Org. *(C / P)	Lead Officers	Time-frame	Progress Rating (RAG rated)			Progress / Outcome
					R	A	G	
7.1	Engage with partner agencies on action planning to improve overall systematic approach in line with recommendation Refer to WCC Action Plan ref. S14 (cross ref. StHA Action Plan 03.11)	WCPCT (C) RWHT (P) BCPFT (P)	Dep. Dir. N & M Ds Dr SC DSNSC Dir.C&YP BCPFT	Ref. to WCC Action Plan ref. S14				Relevant health personnel identified to engage in multi-agency action plan activities with regard to WCC Action Plan (ref Ofsted findings). Work to be led by WCC. Work in progress as part of WSCB business developments.

*Commissioner / Provider

Action Plan regarding Health Care Services for Looked After Children and Care Leavers

Ref. **Audit of Looked After Children Health Documentation as part of Ofsted / CQC inspection (03.06.11)**

OFSTED / CQC Inspection (22.07.11)

Ref. **CQC Report (22.07.11)**

No	Action Required based upon <i>AF = Audit findings</i> <i>IC = Inspection Commentary**</i> <i>CQC = Report Rec.***</i>	Accountable Org. *(C / P)	Lead Officers	Time-frame	Progress Rating (Rag rated)			Progress / Outcome
					R	A	G	
1	AF Further consideration needed to adopt 'The Gem Record' as a supplementary record (held centrally by the LAC Administration Officer) in order to improve the structure and order of contents of the LAC Health Record.	RWHT (P)	Des Dr LAC LAC Nurse DSNSC	To be completed 31.03.12				Use of distinct Volume (Gem Record) for central LAC Health Record agreed. Work in progress to transfer all central records to new format. Up-date report presented to LACHSG 22.11.11. 50% central records transferred to new version. Additional resources to be identified to support completion of this item of work.
2	AF Audit has re-enforced the current	RWHT (P)	Senior Matron	Local review of				Revised version of record considered.

	understanding that the existing structure and format of the Health Visiting / School Nursing Service Health Record requires attention. Work has been in progress since October 2010. Revised documentation expected to be adopted September 2011.		Community	needs to be completed 31.03.12		Further review of local needs required in light of service re-organisation.
3	AF Further consideration needed with regard to the agreement and establishment of standardised time-frames for response to requests for information from AMH Services in the context of Health Assessment activity and care planning for children and young people in care settings.	RWHT(P) BCPFT(P)	Des Dr LAC Dir. C&YP. BCPFT	Review progress Feb 2012		Consideration given to local needs. Further discussion to be held with Heads of Service AMH and Des Dr LAC. NNSC BCPFT to act as facilitator.
4	AF Audit of standards of care delivery to school-aged children by named School Nurses in accordance with existing policy to be programmed.	RWHT (P)	Head of Service School Nursing	To commence Sept. 2011 with termly review and reporting Review progress 24.01.12		Audit needs identified and plans in place to review by end of term December 2011. Update report expected January 2012. LACN in process of delivering training to school nurse teams. LAC reference folder to be devised for reference in each base. Audit findings awaited
5	AF Further consideration needed for strengthening the existing integrated method of working between 'key' named health nurses when young people are 'out of education', within criminal justice settings or within residential settings and in the context of transfer between multiple care settings.	RWHT (P)	LAC Nurse	To complete 31.12.11		Care Pathway devised, consulted on and for final approval by 31.12.11
6	AF Review system and process for maintaining current immunisation status in central LAC health record as relating to children who experience multiple	RWHT (P)	LAC Nurse	To complete 31.03.12		Work completed for records transferred to new version. Outstanding records to be reviewed as part of transfer process.

	complex needs and on-going multiple health care service involvement.						
7	AF Programme an annual audit of the central LAC Health record		Des Dr LAC LAC Nurse	30.06.12			Preliminary discussion held regarding requirements. Local audit tool to be identified.
8	IC** Review the SDQ activities with regard to C & YP involvement and progress actions on findings	RWHT (P) BCPFT (P)	LAC Nurse Team Manager LAC CAMHS	Review progress 24.01.12			SDQ data collection on-going. High scores are flagged with CAMHS and Social Worker for further consultation on needs.
9	IC** Review format of health care plans for disabled C & YP in special schools CQC*** Ensure that care plans used in schools for disabled children are set out in a clear format so that any urgent or required actions in relation to the child's health needs can easily and immediately be identified.	RWHT (P)	Head of Service CCNS	Review progress 24.01.12			Care plans are currently being reviewed to ensure they are easy to read, accurate and contain all the relevant information. Health needs information will be easier to read and identify. When completed the new care plans will need to be inserted in all current records. This will be approximately 160 records in special schools.
10	IC** Review LAC health personnel access to WCC database	RWHT (P) BCPFT (P)	LAC Nurse Team Manager LAC CAMHS	Completed Nov 2011			Carefirst training completed. Read-only access granted November 2011. LACN now accessing electronic details.
11	CQC*** Work with the Children in Care Council to explore ways in which young people can participate in developing the Being Healthy outcome for looked after children, to include foster carer training, relevant health staff recruitment and the development of the use of strength and difficulties questionnaires.	RWHT (P) BCPFT (P)	Des Dr LAC LACN Team Manager CAMHS	Review progress 24.01.12			LACN to meet with the Children in Care Council Jan 2012 in order to review health initiatives, input and to gain views on plans. Well-established links to the Looked After Children Health Steering Group in operation.
12	CQC*** Ensure that GPs have an increased understanding of their responsibilities in regards to the Being Healthy agenda for looked after children through attendance or representation at the corporate parenting days.	WCPCT (C)	Strat SC Lead Commissioning	Review progress 24.01.12			Consideration given to established links with GP services by Nmd GP. Nmd GP to act as reference point for local multi-agency LAC business. Local SC training programmes for Primary Care Services to include reference to Looked After Children care delivery responsibilities.

***Commissioner / Provider**

Abbreviations:

A & E Department	Accident and Emergency Department
Accountable Org.	Accountable Organisation
AMH	Adult Mental Health
BCPFT	Black Country Partnership Foundation Trust
Caldct Gdn	Caldicott Guardian
CAMHS	Child and Adolescent Mental Health Service
CCNS	Children's Community Nursing Service
C & YP	Children and Young People
CP Plan	Child Protection Plan
CQC	Care Quality Commission
Dep. Dir. N & M	Deputy Director for Nursing and Midwifery
Des. Dr LAC	Designated Doctor for Looked After Children
Dir. C & YP	Director for Children and Young People's Services
Ds Dr SC	Designated Doctor for Safeguarding Children WCPCT / RWHT
DSNSC	Designated Senior Nurse for Safeguarding Children WCPCT / RWHT
Hd SC WCC	Head of Safeguarding, Wolverhampton City Council
JHSCC	Joint Health Safeguarding Children Committee
LAC	Looked After Children
Nmd GP	Named General Practitioner for Safeguarding Children
NNSC	Named Nurse for Safeguarding Children
RAG	Red / Amber / Green
RWHT	Royal Wolverhampton Hospitals NHS Trust
SC	Safeguarding Children
SDQ	Strengths and Difficulties Questionnaire
StHa	Strategic Health Authority
Strat SC Lead Commissioning	Strategic Safeguarding Children Lead for Commissioning
TCS	Transforming Community Services
ToRs	Terms of Reference
WCC	Wolverhampton City Council
WCPCT	Wolverhampton City Primary Care NHS Trust
WICs	Walk In Centres
WSCB	Wolverhampton Safeguarding Children Board