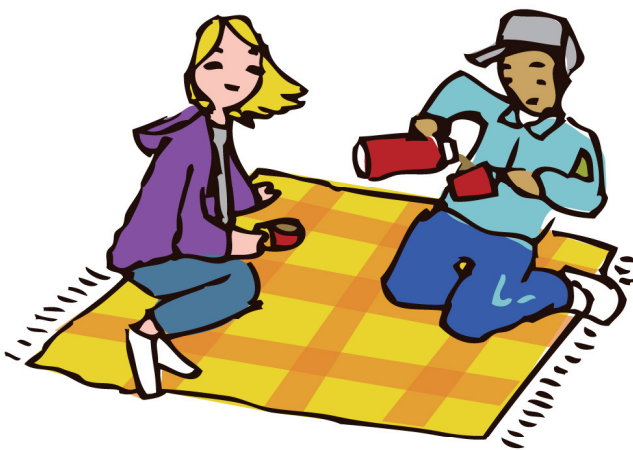


Annual Audit Report 2010 / 2011



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Introduction

Last year we produced our first ever annual audit report for the Learning Disabilities Care Group. This report picks up some of the actions we had left to do from last year's audits. It also shows what audits have been done since 1st of April 2010 and 31st of March 2011.

There have been 12 audits between April last year and March this year and this report is a summary of what we looked at and what we found.

Information from Last Year's Audits

- 1. The Audit Records in Registered Homes.** At the end of March 2010, there were 10 actions that hadn't been finished. All those actions have been finished now so are the actions on the action plan are done.
- 2. The Audit of Admissions and Discharges to the Inpatient Assessment and Treatment Service at Lynfield Mount.** There has been a lot of work to make sure that the recommendations from this audit have been finished. Some of the things that needed doing were picked up as part of another audit that we did this year. Two of the actions need more work and will carry on with that working the next few months.
- 3. The Audit of Carers Assessments.** We are still working to make sure that our electronic system records when carers assessments have been done. It should not be long before it does.

4. The Audit of Medication Systems. All the actions from the action plan have now been finished.

5. The Audit of Advocacy. We didn't do this audit again this year but we did pass on the results to the Bradford District Care Trust Partners in Audit Network. The Partners in Audit Network has service users from other Care Groups in the Trust. They were interested in doing the audit in Adult Mental Health.

The Audits from 2010/2011

1. The Periodic Service Review of Learning Disabilities Day Services.

This audit used a research based audit tool developed by La Vigna and others. The original audit tool was used to look at residential services so it was adapted for the day services.

The audit looked at how the day services were working to give the best options for service users. It looked at paperwork, activities and the environment.

Because there are so many day services the audit took quite a while to finish. Once it was finished, an action plan for every day service was written. All the actions were then put into one big action plan.

The main person responsible for the audits came to the Learning Disabilities Service Governance Group and reported on the audit quite a few times.

There were 15 actions on the big action plan. All these actions are as complete as they can be. It's now time to start the audit again, so there will be more about this audit in next year's report.

2. The Use and Monitoring of Lithium in Adults with Learning Disabilities.

This audit was done by the Speciality Doctor in May 2010. This wasn't a big audit because there aren't many people who take Lithium in the Learning Disabilities Service. We need to look at people who take Lithium on a regular basis, so this audit is being done all the time. We put things right as we find them.

3. The Audit of Referrals to the Learning Disability Psychiatry Team and Their Outcomes.

This was another audit that was done by the Speciality Doctor in May 2010. The report has been finished, but there isn't an action plan yet. There will be more about this audit in next year's report.

4. The Audit of a Type II Diabetes DVD for People with a Learning Disability.

This audit looked at whether or not a DVD about Type II diabetes was helpful in teaching people with a Learning Disability, how to manage their condition. An action plan has been written by the Learning Disabilities dieticians and they are monitoring it with the Trust Audit Department. The DVD is a good way for people with learning disabilities to be more independent in managing diabetes.

5. The Audit of Healthcare Needs and Reasonable Adjustments.

We needed to do this audit to show the Primary Care Trust (PCT) that we looked at people's healthcare needs as part of our work and, wherever possible, make reasonable adjustments to help people get the healthcare they need. This audit looked specifically at the work of the Health Facilitation Team.

The Health Facilitation Team is a team of Community Matrons and Learning Disabilities Nurses working with people who need help to have their physical health care needs met. This might mean taking people to doctors' appointments, helping people get their eyes tested, making sure people's ears are checked-that sort of thing! The team do this by doing assessments of

people's health needs and writing Health Action Plans. The Health Action Plans have details of people's health needs, how they need to be met, and when they were last met. The Health Action Plans also say what things need to be in place for a person's needs to be met. Some of these might be: a quiet waiting-room; an appointment at the beginning of the day; an appointment at the end of the day; a home visit or cards with photographs showing what the appointment is about.

The PCT asked us to look at 10% of the Health Action Plans that had been written recently. There were 159 Health Action Plans recorded by the Health Facilitation Team. This meant that we looked at 16 Health Action Plans.

- ✓ All 16 of the Health Action Plans had been written within three months of the date of the audit.
- ✓ 15 of the Health Action Plans had full details of the person's GP.
- ✓ 11 of the Health Action Plans had written evidence that people's carers were fully involved in writing them. This is a very good thing.
- × Only 1 Health Action Plan showed the date of the last Annual Health Check.
- × None of the 16 Health Action Plans showed the date of the next Annual Health Check.

The action plan to help improve the results of this audit has 15 actions and 14 of them have had lots of progress made. The last action, says that all work done to improve Health Action Plans should be sent to the Care Group Service Governance Lead so that it can be monitored. This hasn't been done yet.

We'll do a re-audit, even though the PCT haven't asked us to, and there should be some more progress to report in the next Annual Audit Report. Any progress we find means that people

with Learning Disabilities are being helped to be more healthy and living longer.

6. The Audit of Discharge Plans at the Assessment and Treatment Unit.

This was another audit that the PCT asked us to do. The PCT wanted to know that everybody who is admitted to the Assessment and Treatment Unit has their discharge planned and recorded to make sure that it goes smoothly.

The audit found that discharge plans were written for everybody who is admitted to the Assessment and Treatment Unit and that they contained all the information needed to make sure that a person's care can be continued when they are discharged.

The audit also found that everyone is discharged on the Care Planning system called CPA. This system means that everyone who is discharged will be seen by their Care Co-ordinator within 7 days of their discharge to make sure the person is OK with their Care Package and it is meeting their needs. CPA also means that the person will have their Care Package reviewed very regularly to make sure that it carries on meeting their needs.

The audit found that the arrangements for who will make the 7 day follow up have not always been included in the discharge plans and this has to change. A person needs to know who will be coming to see them in the first week after they have been discharged. The audit also found that there were not always plans in place for helping people who go into crisis after discharge or who have a relapse of their condition and how a relapse will show itself. These plans are also very important in making sure that everyone knows how to help the person best if

they start to become ill again or if they are become mentally ill very quickly and need help from the specialist services.

7. The Audit of the 'Green Light' Pathway.

When a person suffers from a mental illness but also has a Learning Disability it can be difficult to decide which service is the best for helping that person. To make the decision easier, there is a pathway called the 'Green Light' pathway that means people with a mild learning disability who become mentally unwell can access Adult Mental Health services rather than Learning Disability services.

The 'Green Light' pathway means that a person with a learning disability can still get the help they need from Learning Disabilities services whilst they are getting care from Adult Mental Health services.

The PCT wanted us to audit whether this pathway was working well or not.

At first, the information we had from the electronic patient record told us that there were 56 people who had a diagnosis of a mild learning disability who had been referred for treatment in Adult Mental Health services. When we looked those 56 case records we found that:

- × 32 people had no evidence of a Learning Disability or mental health problems and did not meet the criteria for the audit
- × 15 people had been diagnosed with Aspergers Syndrome and did not meet the criteria for the audit (people with Aspergers Syndrome will only have contact with Social Care Services and / or psychology and will not need the pathway)
- × 1 did not live in the Bradford District Care Trust area and did not meet the criteria for the audit.

This means that only 8 of the original 56 records could be audited.

All 8 followed the 'Green Light' pathway correctly and this was a very good result. It shows that there is good joint working between Learning Disabilities services and Adult Mental Health services for those people who need both to help them get better.

8. The Audit of Physical and Mental Health Assessments at the Assessment and Treatment Unit.

This audit was another one requested by the PCT. They needed to be sure that people who are admitted to the Assessment and Treatment Unit get good quality health care whilst they are in-patients.

The audit looked at the records of 6 people who had been admitted to the ward between the 1st of April 2010 and the 30th of September 2010.

The audit found that:

- ✓ People who are admitted to the Assessment and Treatment Unit have a lot of physical and mental health assessments carried out whilst they are in-patients.
- ✓ All the assessments that they need to help treat their physical and mental health are carried out.
- ✓ The people who are in-patients at the Assessment and Treatment Unit are seen by a doctor very soon after they arrive and have a physical health check carried out.
- ✓ People who become physically unwell whilst they are in-patients are seen by a doctor as soon as possible that day and treatment started / given on that day if it is needed.

- ✓ The doctor ordered any tests from the hospital that were needed to help diagnose any physical health conditions that were found during an in-patient stay

The audit concluded that people who have to stay at the Assessment and Treatment Unit have good quality health care whilst they are in-patients.

The audit did find, that only half of the patients were recorded as having a mental capacity check and this needs to improve.

9. The Day Services Parent and Carer and Service User Audit.

The audit team who carried out this audit was made up of parents, carers and service users. The audit team all did training in audit before they went out and they gave a lot of their time and energy to the audit.

The Day Services Management and Staff Teams are committed to delivering a service 'that helps people do the things they want to do, with the people they want to be with, at a time and place that is right for them.'

The audit team went to 28 different day services and said what they thought was working well and what wasn't working.

Some work was done straight away to put right some of the things that could be done quickly.

A report was written from the audit team's observations and this is being used to help the day services improve and develop.

The audit team will continue to visit the day services without telling them that they are coming over the next few months and they will see if improvements have been made.

The Day Services have been very grateful for all the work that the audit team have put into this audit and there is a separate report available from the Project Supervisor Andy Waller.

All the audit tools that have been used to audit in 2010 / 2011 are available if anyone would like to see them.

You can contact me, Carolyn Stafford on:

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or at the following address:

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If you would like to see that audit tools that were used for these audits, I will gladly send you any of the audit tools I have developed. I am also happy for you to use them. I only ask that you acknowledge where they came from!

Thank you

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Bradford District Care Trust