

## Action Plan

	<b>Recommendation/Objective</b>	<b>Actions</b>	<b>Timeframe</b>	<b>Lead</b>
1	Ensure that all children's records reflect the reported strength in management oversight and supervision	All case supervision to take place on a 4-weekly basis	Implement within 1 month	Team Managers
		All case supervision to be recorded on Liquid logic	Review progress after 3 months	Team Managers
		Fortnightly data monitoring to ensure supervision is taking place and is recorded		Service Manager
		Audits to be completed regularly to monitor quality of supervision recording	Achieve within 6 months	Service Manager or Auditing Group
2	Consider how the sense of the child and their lived experience, can consistently be evidenced on files	Electronic template to be created for practitioners' to record home visits, making explicit the voice of the child.	4 months	LCS Systems Team (BIDS)
		In-house training to be provided to front-line practitioners re obtaining the voice of the child and ensuring this is captured in all aspects of case recording.	3 months	Service Manager / Group Supervision
3	Be assured that the case management system (EHM) enables managers to rapidly identify drift	Carry out a review of the data functions of EHM and ensure this system builds in alerts for practitioners.	3 months	LCS Systems Team (BIDS)
4	Review decision-making when children move to Initial Child Protection Conference (ICPC)	Practitioners and Team Managers to consult with CP Chairs, prior to seeking Service Manager approval, when intending to progress cases to ICPC.	1 month	Team Managers
5	Work with partners to improve both the understanding of threshold and the quality of contact, referrals and Common Assessment Framework (CAF)	CAF will be phased out for referrals into PASS and a Nomination Form will be implemented.	3 months	PASS Service Manager
		Workshops to be undertaken to inform partners of referral routes, thresholds and quality of information within referrals.	4 months	PASS Service Manager

6	Review the effectiveness of the Lead Professional Role	All cases will be allocated to a worker from PASS, and Lead Professional will become the Secondary Worker.	3 months	PASS Service Manager
7	Improve the quality of analysis in assessments in the Prevention and Support Service (PASS)	PASS Practitioners to spend time with Practice Managers from MASH to improve their risk assessment skills and knowledge.	3 months	Team Managers / Service Managers
		Risk Assessments will be completed by Senior Practitioners only and will be Quality Assured by Team Manager or Service Manager.	3 months	PASS Team Manager / PASS Service Manager