

COVID-19 Emergency Support Framework

Engagement and support call Summary Record

Health and Social Care Services Ltd

Location / Core Service address	Date
Tidenham 12 Hanley Farm Business Centre Tidenham, Chepstow NP16 7NA	26/06/2020

Dear Health and Social Care Services Ltd

The Care Quality Commission is not routinely inspecting services during the COVID-19 pandemic. We are maintaining contact with providers through existing monitoring arrangements and engagement and support calls covering four assessment areas:

- Safe Care and Treatment
- Staffing arrangements
- Protection from Abuse
- Assurance Processes, Monitoring and Risk Management

This Summary Record outlines what we found during the engagement and support call shown above, using standard sentences and an overall summary.

We have assessed that you are managing the impact of the COVID-19 pandemic at the above service. The overall summary includes information about the internal and external stresses you are currently experiencing, how they are being managed, and sources of support that are available.

Emergency Support Framework calls and other monitoring activity are not inspections. Summary Records are not inspection reports. Summary Records are not published on our website.

Assessment Area 1

Safe care and treatment

1.1 Had risks related to infection prevention and control, including in relation to COVID-19, been assessed and managed?

Yes There were systems to assess and respond to risks regarding infection prevention and control, including those associated with COVID-19.

1.2 Were there sufficient quantities of the right equipment to help the provider manage the impact of COVID-19?

Yes Essential equipment, such as personal protective equipment, was available in sufficient quantities to help you manage the impact of COVID-19.

1.3 Was the environment suitable to containing an outbreak?

Yes You had taken steps to ensure the environment was as effective as possible in containing an outbreak of COVID-19.

1.4 Were systems clear and accessible to staff, service users and any visitors to the service?

Yes Systems to ensure the environment were conducive to containing an outbreak of COVID-19 were clear and accessible to people using the service.

1.5 Were medicines managed effectively?

Yes Service users' medicines were effectively managed, despite the increased pressures associated with COVID-19.

1.6 Had risk management systems been able to support the assessment of both existing and COVID-19 related risks?

Yes Systems enabled the continued management of known risks, as well as enabling the provider to respond to new and emerging risks, including those posed by COVID-19.

Assessment Area 2

Staffing arrangements

2.1 Were there enough suitable staff to provide safe care and treatment in a dignified and respectful way during the Covid-19 pandemic?

Yes There were enough suitably skilled staff to provide people with safe care in a respectful and dignified way during the Covid-19 pandemic.

2.2 Were there realistic and workable plans for managing staffing levels if the pandemic leads to shortfalls and emergencies?

Yes There were realistic and workable contingency plans for staffing shortfalls and emergencies during the COVID-19 pandemic.

Assessment Area 3

Protection from abuse

3.1 Were people using the service being protected from abuse, neglect and discrimination?

Yes People were being safeguarded from abuse, harassment and discrimination.

3.2 Had the provider been able to properly manage any safeguarding incidents or concerns during the pandemic?

Yes Action had been taken to properly respond to incidents, alerts or potential safeguarding incidents at the service.

Assessment Area 4

Assurance processes, monitoring and risk management

4.1 Had the provider been able to take action to protect the health, safety and wellbeing of staff?

Yes Staff health, safety and wellbeing were protected despite the increased pressures associated with COVID-19.

4.2 Had the provider been able to implement effective systems to monitor and react to the overall quality and safety of care

Yes There were effective systems to monitor the overall quality and safety of care being provided at the service during the COVID19 pandemic.

4.3 Is the provider able to support staff to raise concerns during the pandemic?

Yes Staff were able to raise concerns and were supported to speak up during the pandemic.

4.4 Had care and treatment provided to people been sufficiently recorded during the Covid-19 pandemic?

Yes Care and treatment provided to people is being sufficiently recorded during the Covid-19 pandemic.

4.5 Had the provider been able to work effectively with system partners when care and treatment is commissioned, shared or transferred?

Yes Working arrangements and information sharing with system partners during the Covid-19 pandemic are effective.

Overall summary

From our discussion and other information about this location, we assess that you are managing the impact of the COVID-19 pandemic.

Infection control products

You acted early to ensure you were well stocked with PPE for the peak of the

pandemic and are prepared should a second wave happen. You have been able to get staff who perform AGPs fit tested and supplied with the correct PPE, with assistance from some local authorities. You reviewed policies and procedures in line with changing national guidance, seeking specialist advice at times when this was unclear. Staff were trained and supported to manage CV transmission risks.

Testing for COVID-19

You knew how to book COVID-19 tests and had supported staff to access testing when indicated. Despite people's complex care needs, you have had no cases of coronavirus amongst the people you support or in the staff team.

Staff Cover

Staff at risk have been supported to shield at home and will return to work when they are ready and able. You have recruited staff to support 3 new care packages during the pandemic. Measures are in place to recruit staff safely and to provide a robust induction with direct managerial support. People have their own small staff teams to reduce cross-infection risks. The management team have the capacity and skills to step in should they need to provide care hours and have done so.

Arrangements have been agreed with each family should their relative's staff team be affected by COVID-19.

Supporting staff

A small number of staff have felt isolated, or were at risk of this, due to their location or changes in their working practices. A counselling service has been provided for two nurses who are geographically isolated. One staff member is manning the office each day, while the rest of the team work from home. Regular check-in calls are made to the office-based staff member throughout the day. Staff benefit from small staff teams and access to their managers who are each responsible for 3-4 care packages only.

Oversight and Innovation

Riza had been on a 'national tour' just prior to lockdown where all aspects of service provision were reviewed and revised as needed. Effective use of technology has enabled governance and oversight related meetings to continue and updates to be communicated throughout the staff team. Electronic record systems facilitate remote oversight of the service and further work is being done with system developers to provide a suitable support planning system for complex care needs.