

FRONT LINE TIMETABLE

CQC visit to Front Line Health Services as part of the Joint Targeted Area Inspection V2

Dear Colleagues

Due to the Bank Holiday on Monday 19th September, the JTAI Inspection timetable has been moved forward by one day

Please note the changes below

Please advise Emma of name and job roles of staff who will be meeting the inspectors and names and job roles of staff meeting and greeting the inspectors

Guidance for front line staff meeting CQC Inspectors

Colleagues

We have received notification that a Leicester City Joint Area Targeted Inspection (JATI) will take place between 19th to 23rd September 2022

The CQC Inspectors are requesting to meet with staff as per the timetable below

This will include an hour discussion with front line staff followed where indicated by 2 hours (or more) of reviewing case files- please have access to records available

The focus of this inspection is the multi-agency response to the identification of initial need and risk and will include for example

- Referrals to Children's Social Care
- Use of Thresholds for Access to services
- Engagement and decision making by health at Strategy Meetings and Child Protection Conferences
- Impact of health involvement
- How health has promoted the voice of the child and articulated the impact of the incident(s) on the child's health and lived experiences

The scoping period is the last 6 months: March to September 2022

Please ensure **sufficient travel time** between meetings when identifying venues and advise re post codes, parking arrangements and a named person/phone contact number.
All times are suggestions only and must read across to the master joint timetable, share with the LA nominated link officer and return to the CQC Lead Inspector

Leicester Front Door JTAI: suggested CQC timetable (**must** read across to the joint timetable)

Please request that practitioners can identify referrals they have made to Children's Social Care, records of children subject to Early Support, Child Protection Plans and evidence of discussing vulnerability and concerns with CSC that may not have resulted in a Section 47 enquiry. Also, information detailing practitioner escalation of concerns

The CQC Inspector may also wish to review records of children discussed as part of a multi-agency audit
If the relevant practitioner is not available- please can an operational manager answer any questions and ensure feedback to the inspector as required

Full JTAI Guidance available here:

<https://www.gov.uk/government/publications/joint-targeted-area-inspection-of-the-multi-agency-response-to-identification-of-initial-need-and-risk--2/joint-targeted-area-inspection-of-the-multi-agency-response-to-identification-of-initial-need-and-risk>

Many thanks for your support

Jan Harrison
Designated Nurse Safeguarding Children and Adults

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DAY 1 20th Sept	Kaye Goodfellow Lead CSI	Elizabeth Fox Team CSI
Tuesday	<p>3.30 – 4.30 Meet LPT Safeguarding Team Venue: MS Teams</p> <p>Staff: Attendees' names, job roles</p> <ul style="list-style-type: none"> • Kat Blake Smith Lead Practitioner Safeguarding • Neil King Head of Safeguarding • Kelly Costello Senior safeguarding Practitioner • DR Alun Elias-Jones Consultant Community Paediatrician & Doctor for Safeguarding Children 	<p>12.00 – 3.30 (including lunch break) Visiting ED</p> <p>Meet practitioners, operational managers, and safeguarding leads Will include a 1 Hour overview of safeguarding process in ED 2 Hours Case Sampling Records must be available for case sampling</p> <p>Venue: Address, contact details and instructions for inspector Leicester Royal Infirmary Leicester Royal Infirmary Infirmary Square, Leicester LE1 5WW</p> <p>Staff: Attendees' names, job roles Michelle Kelly</p> <p>Sam Jones Safeguarding Doctor</p> <p>Lee upton (LPT) Team Lead CAMHS Crisis Plus Ian Harratt (LPT) Service Group Manager</p>

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Leicester Front Door JTAI: suggested CQC timetable (**must** read across to the joint timetable)

DAY 2 21 th Sept	Kaye Goodfellow Lead CSI	Elizabeth Fox Team CSI
Wednesday	<p>9.30 – 4.00 (including lunch break) LPT Safeguarding Team</p> <p>Case sampling with health practitioner, including observing strategy discussions. Multi-agency focus Records must be available for case sampling</p> <p>Venue: Gwendolen House Gwendolen Road Leicester General Hospital LE54QF</p> <p>Staff: Attendees' names, job roles (assuming that this the the case reviews) All staff in the LPT Office either on duty, training, strategy calls, case review work (there should be approx. 5 staff available +management)</p> <p>Meet and Greet: Kat Blake Smith: Lead Practitioner Safeguarding Children (Named Nurse) Tel: 07778458260</p>	<p>9.00 – 12.00 Visiting Maternity</p> <p>Meet practitioners, operational managers and safeguarding leads Will include a 1 Hour overview of maternity safeguarding process 2 Hours Case Sampling Records must be available for case sampling</p> <p>Venue: Leicester Royal Infirmary Leicester Royal Infirmary Infirmary Square, Leicester LE1 5WW Staff: Attendees' names, job roles</p> <p>Person Meeting and Greeting: Contact Number</p>
		<p>1.00 – 4.00 Visiting health visitors</p> <p>Venue: Beaumont Leys Health Centre (Main meeting room – confirmed) 1 Little Wood Cl, Leicester LE4 0UZ – Park in car park Person Meeting and Greeting: Sam Newby Contact Number as below</p> <p>Meet practitioners, operational managers and safeguarding leads 1 Hour overview of HV safeguarding process (1-2pm):</p>

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Leicester Front Door JTAI: suggested CQC timetable (*must read across to the joint timetable*)

		<p>Operational Lead (Healthy Together - Family Service Manager – Leicester City): Sam Newby samantha.newby@nhs.net 07825928519</p> <p>Professional Lead (Healthy Together LLR): QUINNELL, Lyn lyn.quinnell@nhs.net 07920710291</p> <p>Deputy Head of Nursing FYPCLD: SENOGLES, Carmela (LEICESTERSHIRE PARTNERSHIP NHS TRUST) carmela.senogles@nhs.net 07825113395</p> <p>2 Hours Case Sampling (2-4pm) Records available for case sampling</p> <p>Staff: 14:00 Specialist Community Public Health Nurse (SCPHN) Health Visitor HV) – Claire Robinson</p> <p>14.40 Specialist Community Public Health Nurse (SCPHN) Health Visitor HV) – Samantha Timms</p> <p>15.20 Specialist Community Public Health Nurse (SCPHN) Health Visitor HV) – Maureen Hill</p>
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DAY 3 22 st Sept	Kaye Goodfellow Lead CSI	Elizabeth Fox Team CSI
Thursday	<p>Morning session</p> <p>9.30 – 12.30 GPs Visiting 2 x GP surgeries Records must be available for case sampling</p> <p>GP 1 Venue: Address, contact details and instructions for inspector</p> <p>GP 2 Venue: Address, contact details and instructions for inspector</p>	<p>9.00 – 12.00 Visiting school nurses</p> <p>Venue: Beaumont Leys Health Centre, Beaumont Leys Health Centre (Main meeting room – confirmed) 1 Little Wood Cl, Leicester LE4 0UZ – Park in car park</p> <p>Person Meeting and Greeting: Catherine Yeomanson Contact Number as below</p> <p>Meet practitioners, operational managers and safeguarding leads 1 Hour overview of SN safeguarding process (9-10am):</p> <p>Operational Lead (Healthy Together - Family Service Manager – Leicester City): catherine.yeomanson@nhs.net 07810637786</p> <p>Professional Lead (Healthy Together LLR): QUINNELL, Lyn lyn.quinnell@nhs.net 07920710291</p> <p>Deputy Head of Nursing FYPCLD: SENOGLES, Carmela (LEICESTERSHIRE PARTNERSHIP NHS TRUST) carmela.senogles@nhs.net 07825113395</p> <p>2 Hours Case Sampling (10am-12pm):</p> <p>Staff:</p> <p>10:00 Specialist Community Public Health Nurse (SCPHN) School Nurse (SN) – Emily Shaw</p> <p>10.40 Specialist Community Public Health Nurse (SCPHN) School Nurse (SN) – Shelley Winterton</p> <p>11.20 Specialist Community Public Health Nurse (SCPHN) School Nurse (SN) – Dawn Batson</p>

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Leicester Front Door JTAI: suggested CQC timetable (*must read across to the joint timetable*)

	<p>1.0 – 2.30 to be confirmed following audit <i>(Joint meeting with all inspectorate leads)</i> Meeting with frontline multi-agency practitioners – 1 x audited cases Venue: Address, contact details and instructions for inspector</p> <p>Staff: Attendees' names, job roles</p> <p>Dr Subramanian Ganesan – Community Paediatrician. Wendy Packwood – Speech and language therapy Elanor Giffard – Healthy Child Programme Nurse Caroline Rushen – SCPHN School Nurse.</p>	
	<p>3.00 – 4.30 (Joint meeting with all inspectorate leads) to be confirmed following audit Meeting with frontline multi-agency practitioners – 1 x audited cases Venue: Address, contact details and instructions for inspector</p> <p>Staff: Attendees' names, job roles</p> <p>Gabriella Watts SCPHN School Nurse + one other to be confirmed</p>	<p>1.00 – 4.00 Visiting Community CAMHS</p> <p>Meet practitioners, operational managers and safeguarding leads Will include a 1 Hour overview of CAMHS safeguarding process 2 Hours Case Sampling Records must be available for case sampling</p> <p>Vic Evans Service Manager CAMHS</p>

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		<p>Dr Jeanette Bowley-williams Clinical Director for mental health services in FYPC-LD/ Consultant Clinical Psychologist /Head of Clinical Psychology- CAMHS</p> <p>Venue: Valentine Centre Anstey Lane, Leicester LE7 7GX</p> <p>Staff: Attendees' names, job roles Melissa Parry Team manager Astin Tinkler Team Lead Madaleine Baker Primary Mental Health Worker</p> <p>Person Meeting and Greeting: Contact Number</p> <p>Carmela Senogles – Deputy Head Nursing FYPC LD 07825113395</p>
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DAY 4 23 rd Sept	Kaye Goodfellow Lead CSI	Elizabeth Fox Team CSI
Friday		Turning Point

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		Visiting additional service determined by pre-site lines of enquiry - meet practitioners/operational managers/safeguarding leads. Records must be available for case sampling Venue: Address, contact details and instructions for inspector Turning Point Staff: Attendees' names, job roles

TBC by Ofsted

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