

AC15. Revised Care Home Inspection Process & Reporting Overview

The committee considered a report by the Falkirk HSCP Business Management Co-ordinator outlining the new process which all internal care home management staff will be adopting for monitoring, tracking and reporting on care home inspections carried out by the Care Inspectorate. The revised reporting process would apply to both announced and unannounced care home inspections of our internal care homes.

The “Care Home Inspections Reporting Team” had been created on MS Teams and individual Teams Channels had been created for each care home and day service centre.

Each care home manager/assistant manager had been added as channel members and members from the Falkirk HSCP SMT had been added to the senior management channel. The key reporting points at each stage of the Care Home Inspection Process had been identified and mapped to an on-line form) which auto-populated the tracking spreadsheet and an email was circulated to the SMT to advise that an inspection was taking place.

Decision

The Committee noted the report.