

Unannounced Enforcement Finance Inspection Report 27 July 2017



Breffni House

Type of Service: Residential Care Home
Address: 27-33 Wandsworth Gardens, Belfast, BT4 3NL
Tel No: 028 9065 6075
Inspector: Briega Ferris

www.rqia.org.uk

Assurance, Challenge and Improvement in Health and Social Care

It should be noted that this inspection report should not be regarded as a comprehensive review of all strengths and areas for improvement that exist in the service. The findings reported on are those which came to the attention of RQIA during the course of this inspection. The findings contained within this report do not exempt the service provider from their responsibility for maintaining compliance with legislation, standards and best practice.

1.0 What we look for



2.0 Profile of service

This is a residential care home with 22 beds that provides care for older residents, or those living with dementia or a physical disability.

3.0 Service details

Organisation/Registered Provider: Breffni House Ltd Responsible Individual(s): Mark John Uprichard	Registered Manager: Sally-Anne Stacey
Person in charge at the time of inspection: Sally-Anne Stacey	Date manager registered: 25 February 2014
Categories of care: Residential Care (RC) I - Old age not falling within any other category DE – Dementia PH – Physical Disability	Number of registered places: 22

4.0 Inspection summary

An announced inspection took place on 27 July 2017 from 10.10 to 11.20 hours.

This inspection was underpinned by The Residential Care Homes Regulations (Northern Ireland) 2005 and the DHSSPS Residential Care Homes Minimum Standard (Updated August 2011).

The inspection sought to assess the level of compliance achieved in relation to a Failure to Comply (FTC) Notice. The areas identified for improvement and compliance with the regulation were in relation to records of income and expenditure maintained on behalf of residents and in respect of the reconciliation of residents' money and valuables deposited for safekeeping.

The date of compliance with the notice was 27 July 2017.

The following FTC Notice was issued by RQIA:

FTC ref: FTC/RCH/1582/2017-18/01 issued on 16 June 2017.

Evidence was available to validate compliance with the Failure to Comply Notice.

The findings of this report will provide the home with the necessary information to assist them to fulfil their responsibilities, enhance practice and residents experience.

4.1 Inspection outcome

This inspection resulted in no areas for improvement being identified.

Further enforcement action did not result from the findings of this inspection.

The enforcement policies and procedures are available on the RQIA website.

[https://www.rqia.org.uk/who-we-are/corporate-documents-\(1\)/rqia-policies-and-procedures/](https://www.rqia.org.uk/who-we-are/corporate-documents-(1)/rqia-policies-and-procedures/)

Enforcement notices for registered establishments and agencies are published on RQIA's website at <https://www.rqia.org.uk/inspections/enforcement-activity/current-enforcement-activity> with the exception of children's services.

5.0 How we inspect

Prior to the inspection, a range of information relevant to the service was reviewed. This included the inspection report from the previous finance inspection, and any written or verbal communication with representatives of the home since that date. During the inspection, the inspector met with Mark Uprichard.

The following records were examined during the inspection: a sample of income and expenditure records maintained on behalf of residents, reconciliation records and records of residents' valuables deposited with the home for safekeeping.

Areas for improvement identified at the last finance inspection were not reviewed as part of this inspection and are carried forward to the next finance inspection.

The findings of the inspection were provided to Mark Uprichard at the conclusion of the inspection.

6.0 The inspection

6.1 Review of areas for improvement from the most recent inspection dated 01 June 2017

The most recent inspection of the home was an unannounced finance inspection. The completed QIP was returned and approved by the finance inspector.

6.2 Review of areas for improvement from the last finance inspection dated 01 June 2017

This inspection focused solely on the actions contained within the Failure to Comply Notice issued on 16 June 2017. The areas for improvement from the last finance inspection on 01 June 2017 were not reviewed as part of the inspection and are carried forward to the next finance inspection.

6.3 Inspection findings

FTC Ref: FTC/RCH/1582/2017-18/01

Notice of failure to comply with regulation 19 (2) of The Residential Care Homes Regulations (Northern Ireland) 2005.

Regulation 19 -

(2) The registered person shall maintain in the home the records specified in Schedule 4.

SCHEDULE 4

9. A record of all money or other valuables deposited by a resident for safekeeping or received on the resident's behalf, which –

(a) shall state the date on which the money or valuables were deposited or received, the date on which any money or valuables were returned to a resident or used, at the request of the resident, on his behalf and, where applicable, the purpose for which the money or valuables were used; and

(b) shall include the written acknowledgement of the return of the money or valuables.

In relation to this notice the following four actions were required to comply with this regulation.

- Each entry in the income and expenditure records maintained for residents must detail the date money is deposited for safekeeping by the resident or their representative and must be signed by two people.
- When money is returned to the resident or their representative or is used on the resident's behalf, the record is updated with the date of the transaction and must also detail the signatures of two people.
- Records of residents' possessions deposited for safekeeping or withdrawn by the resident or their representative must detail the date and the signatures of two people.
- At least every quarter, a reconciliation of residents' money or possessions deposited for safekeeping must be performed and evidenced, with the date and signatures of two people recorded. An initial reconciliation must be performed, evidenced and recorded before 27 July 2017.

A sample of income and expenditure records was reviewed and it was noted that these were routinely signed by two people. Mr Uprichard reported that the home had developed an improved template to record income and expenditure and this was evidenced in use within the records reviewed.

It was noted that a written record of the items which had been deposited for safekeeping was maintained, however these were held alongside each resident's income and expenditure record (if money was held for the resident) or on a separate record for the resident (if no money was held for that resident). While it was acknowledged that a double signed record of the items deposited had been maintained, advice was provided to the Mr Uprichard in regards to how best to maintain a safe record (detailing items deposited with the home for safekeeping). An "at a glance" record detailing all of the items on deposit was suggested and

it was highlighted that this may help expedite the process of reconciling the items at least every quarter.

Records of income and expenditure reflected that they had been reconciled to the balances held on 14 July 2017 as part of the Regulation 29 Monthly monitoring visit by the registered person; these were signed by two people.

Evidence was available to validate compliance with the Failure to Comply Notice.

Areas for improvement

No areas for improvement were identified during the inspection.

	Regulations	Standards
Number of areas for improvement	0	0

6.4 Conclusion

Evidence was available to validate compliance with the Failure to Comply Notice.

7.0 Quality improvement plan

There were no areas for improvement identified during this inspection, and a QIP is not required or included, as part of this inspection report.

RQIA will phase out the issue of draft reports via paperlite in the near future. Registered providers should ensure that their services are opted in for the receipt of reports via Web Portal. If you require further information, please visit www.rqia.org.uk/webportal or contact the web portal team in RQIA on 028 9051 7500.



The Regulation and Quality Improvement Authority
9th Floor
Riverside Tower
5 Lanyon Place
BELFAST
BT1 3BT

Tel 028 9051 7500
Fax 028 9051 7501
Email info@rqia.org.uk
Web www.rqia.org.uk
 [@RQIANews](https://twitter.com/RQIANews)