

THE REGULATION AND QUALITY IMPROVEMENT AUTHORITY (RQIA)

FAILURE TO COMPLY NOTICE

Name of Registered Establishment: Breffni House (RQIA ID: 1582)	Name of Registered Person: Mr Mark John Uprichard
Address of Registered Establishment: Breffni House 27-33 Wandsworth Gardens, Belfast, BT4 3NL	
Issue Date: 16 June 2017	FTC Ref: FTC/RCH/1582/2017-18/01
Regulation not complied with: <i>The Residential Care Homes Regulations (Northern Ireland) 2005</i> Records Regulation 19. – (2) <i>The registered person shall maintain in the home the records specified in Schedule 4.</i> <p style="text-align: center;">SCHEDULE 4 Regulation 19 (2)</p> <p style="text-align: center;">OTHER RECORDS TO BE KEPT IN A RESIDENTIAL CARE HOME</p> 9. <i>A record of all money or other valuables deposited by a resident for safekeeping or received on the resident's behalf, which –</i> <i>(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</i> <i>(b) shall include the written acknowledgement of the return of the money or valuables.</i>	
Specific failings to comply with regulations: During an unannounced finance inspection on 1 June 2017, entries in the residents' income and expenditure records were reviewed. This review identified that entries were consistently made by the registered manager and that a significant number of entries in the records had not been countersigned by a second person.	

The registered manager confirmed that there were no audit mechanisms in place in respect of residents' monies. There was no evidence available to identify that the income and expenditure records had ever been reconciled to the residents' cash balances held. The absence of reconciliations was confirmed by the registered manager.

Action required to comply with regulations:

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Records of residents' possessions deposited for safekeeping or withdrawn by the resident or their representative must detail the date and the signatures of two people.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.

The Registered Person may make written representations to the Chief Executive of RQIA regarding the issue of a failure to comply notice, within one month of the date of serving this notice.

Date by which compliance must be achieved: 27 July 2017

Signed.......... **Director of Regulation and Nursing**

This notice is served under The Health and Personal Social Services (Quality, Improvement and Regulation) (Northern Ireland) Order 2003 and The Residential Care Homes Regulations (Northern Ireland) 2005.

It should be noted that failure to comply with some regulations is considered to be an offence and RQIA has the power under regulations to prosecute for specified offences.