

Person in AP Name	Steven ISON
Approved Premises	Bowling Green
Date of Death	13/05/2025
Date of Action Plan	11/12/2025

Rec No	Recommendation	Accepted / Not accepted	Response Action Taken / Planned	Responsible Owner and Organisation	Target Date for completion
1	<p>The Approved Premises Manager should:</p> <ul style="list-style-type: none"> Remind staff to take account of the quantity of medicines that they hold and alert a resident when medication is running low. <p>and:</p> <ul style="list-style-type: none"> Record any conversations or actions they take either on the medication administration record or the resident's personal record. 	Accepted	The AP Manager has written to Bowling Green AP staff to remind them of the procedures regarding medication, and the importance of recording conversations and actions.	AP Manager	30/12/2025
2	The Approved Premises Area Manager, North West, should ensure that Bowling Green staff are clear about the requirement to review the SaSP when there has been a significant event.	Accepted	The AP Area Manager has written to Bowling Green AP staff regarding reviewing the SaSP when there has been a significant event.	AP Area Manager	30/12/2025