

ACTION PLAN: David Richardson, resident at St Joseph's Approved Premises. Died in a road traffic accident on 22 December 2016.

No	Recommendation	Accepted / Not accepted	Response	Target date for completion and function responsible	Progress (to be updated after 6 months)
1	The Approved Premises manager should ensure that keyworkers supervise residents in line with guidance.	Accepted	Management oversight will ensure that keyworkers conduct weekly keywork sessions for the first 4 weeks of residency and thereon in on a fortnightly basis. This will be addressed in individual supervision sessions and team meetings.	12/6/17	
2	The Approved Premises manager should ensure that residents' daily movement monitoring sheets are properly maintained.	Accepted	A quality assurance process has been designed that will ensure that residents' daily movement monitoring sheets are maintained to a good standard and will have AP Manager oversight.	1/7/17	
3	The Director of the Probation Service, Northwest Division, should ensure that senior managers are aware of, and follow, national policy on the payment of Funeral expenses after the death of a resident.	Accepted	All AP Managers will be reminded of the National Policy on payment of funeral expenses after the death of a resident. This will also form part of new AP Managers' induction.	13/7/17	

Comments