









Moray ASP Improvement Action Plan 2022-24

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- The partnership should ensure the application and delivery of key processes for all adults at risk of harm is consistent and in line with the Moray Health and Social Care Partnership (HSCP) and Grampian interagency procedures.
- The partnership should ensure that full adult support and protection investigations are carried out for all adults at risk of harm who require them.
- The partnership should seek to improve the quality of chronologies, risk assessments, and protection plans. This will impact positively on the management of risk for adults at risk of harm.
- Case conferences and review case conferences should be clearly defined, involve the adult at risk of harm and unpaid carer where appropriate and should be convened for all adults at risk of harm who require them. The partnership should prioritise the full implementation of the improvement plan. Strategic leaders should ensure that the appropriate resources are made available.
- Strategic leaders should strengthen governance of adult support and protection practice. There should be robust measures in place to identify concerns early and promptly implement remedial action.
- Strategic leaders should continue to develop multi-agency self-evaluation activities. Frontline staff should be fully involved in the design, implementation and consequent improvement work.








Action Status	
	Cancelled
	Overdue; Neglected
	Unassigned; Check Progress
	Not Started; In Progress; Assigned
	Completed

1. Lived Experience (PRIORITY)

Code	Action Title	Agency	Due Date	Latest Status Update	Status Progress	Status Icon	Assigned To
ASP SIP Cat1.1	Review commissioned advocacy service to ensure formal advocacy services are as accessible as possible for people involved in ASP process	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 4, 5, 6	31-Mar-2024	New contract not awarded. Existing Contract extended for one year. Presently, Advocacy Services - existing Circles contract extended for one year. ASP are part of the group taking new advocacy contract forward.	80%		
ASP SIP Cat1.2	Listen to People - Agree and implement a systematic approach to capturing the lived experience (qualitative) of people who have been in contact with the ASP process	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 4, 6	31-Mar-2023	Communication Plan written and in place with questionnaire to support discussion with supported people. Feedback to be provided at each APC via reporting. Plan and questionnaires have both been updated following feedback and consultation. (7.11.23)	100%		Advocacy Representative; Elaine MacDonald
ASP SIP Cat1.3	Review of the ASP Case Conference process to ensure involvement of the adult. This will include engagement with individuals, as well as front line practitioners.	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 4, 6	31-Oct-2023	Feedback from Social Work Teams progressing in relation to involvement of the Adult. Feedback from partners requested. Continued engagement with individuals subject to process. Moray will also be contributing to Kate Fennels PHD research in relation to Participation in Case Conferences. November 2023 - Review completed. New format in place for ASPCCs and will be rolled out for reviews from January 2024. New documentation has been developed to ensure the adult's views	100%		Elaine MacDonald ; Sammy Robertson






				are formally represented and feedback about their experience is collated at the beginning and end of the ASP process.			
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2. Quality Assurance and Audit (PRIORITY)

Code	Action Title	Agency	Due Date	Latest Status Update	Status Progress	Status Icon	Assigned To
ASP SIP Cat2.1	Design of ASP audit to undertake case file QA for x1 adult. This will encompass from point of referral to IASPC findings shared with PGB and reported to APC with aim to inform practice improvement and highlight elements of good practice.	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 1, 2, 3, 4, 5, 6	29-Feb-2024	Due to absence this has not progressed. Due date moved to be more realistic.	50%		Vicki Low
ASP SIP Cat2.2	Involvement of Team Managers in undertaking Investigation documentation quality assurance exercise on a monthly basis - to evaluate practice feedback and further learning shared	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 2, 3, 4, 5, 6	29-Feb-2024	January 2024 - Still to be actioned. Due date changed to reflect this.	0%		Elaine MacDonald ; Sammy Robertson
ASP SIP Cat2.3	Involvement of Advanced Practitioners across Adult Social Work in adult support and protection quality assurance activities for monthly single agency screening tool audits	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 3, 4, 6	31-Oct-2022	Continues to be in place	100%		Vicki Low; Sammy Robertson
ASP SIP Cat2.4	Multi-Agency IRD Summary Quality Assurance Audit to take place - review all IRDs from commencement	MULTI AGENCYCARE INSPECTORATE PRIORITIES: 1, 2, 3, 4, 5, 6	31-Jul-2022	Next IRD audit to take place Summer 2023 Case Conference Audit activity to take place on a multi-agency basis - date to be arranged	100%		
ASP SIP Cat2.5	Audit of screening tool documentation (5 per month) to be undertaken and reported to APC	Agency: Local Authority	30-Nov-2022	Completed. Quality assurance in place for screening activities and feedback provided via Operational Working group and team discussions	100%		Vicki Low; Sammy Robertson
ASP SIP Cat2.7	Multi-Agency case conference table audit to take place - and learning to be disseminated	Multi-Agency	31-Jan-2024	Update - Multi-Agency audit undertaken. Report to be written and recommendations cascaded. Recommendations to be written into improvement plan as required.	80%		Vicki Low; Elaine MacDonald ; Kenny O'Brien; Sammy Robertson
ASP SIP Cat2.8	Multi-Agency IRD Quality Assurance Audit to take place on a regular basis Multi-Agency Case Conference Assurance Audit to take place on a regular basis.	Multi-Agency Care Inspectorate Priorities 1, 2, 3, 4, 5, 6	31-Oct-2023	IRD Quality Assurance Tool written and has been implemented with Audits undertaken in 2022. To move to regular multi-agency activities	100%		Vicki Low; Elaine MacDonald ; Sammy Robertson




				Multi-Agency Case Conference Assurance Audit Tool written – Initial audit took place 03.11.23 and regular sessions to be set up for 2024.			
ASP SIP Cat2.9	Council Officer feedback document requested to be completed following investigation to provide feedback of experience and to inform further training and development, as well as improvement activity. feedback to be reviewed August 2023	Multi-Agency Care Inspectorate Priorities: 1, 2, 3, 4, 5, 6	July 2024	January 2024 – Insufficient responses from Council Officers to provide proper analysis of information. Extending period of information gathering until end June 2024.	80%		Elaine MacDonald






3. ICT and Recording (PRIORITY)





Code	Action Title	Agency	Due Date	Latest Status Update	Status Progress	Status Icon	Assigned To
ASP SIP Cat3.1	All adult support and protection files to be transferred to Every Client Documents within T drive	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 1,4	31-Mar-2023	This action has now been completed – every client documents now has link to Adult Protection Drive Files – access to all Adult Social Work and Out of hours	100%		Samantha Wiseman
ASP SIP Cat3.2	Naming convention in place for all Adult Support and Protection electronic files	AGENCY: Local Authority CARE INSPECTORATE PRIORITY: 1, 4	31-Mar-2023	08-03-2023 – naming convention written and in place for ASP records.	100%		
ASP SIP Cat3.3	Use of Pentana to measure progress of multi-agency improvement plan	AGENCY: Local Authority CARE INSPECTORATE PRIORITY: 5	31-Jan-2023	Pentana to be opened up to multi-agency colleagues Feb 2023	100%		Vicki Low
ASP SIP Cat3.4	Information and Intelligence Subgroup to analyse data set and to improve standard of reporting to COG, APC and risk and performance management group	AGENCY: Local Authority CARE INSPECTORATE PRIORITY: 5	31-Dec-2022	Quarterly report with increased data information to be presented to APC Feb 2023 – moving forward Quarterly reports to reflect new national data set	100%		Vicki Low;
ASP SIP Cat3.5	Procedure in place for use of events/activities in relation to Adult Support and Protection activity on CF	AGENCY: Local Authority CARE INSPECTORATE PRIORITY: 1, 2, 3, 4, 5,	31-Dec-2022	Audit required of CF system on a monthly basis – to take place March 2023.	100%		Vicki Low;

ASP SIP Cat3.6	Discussion to take place regarding proposal for possible Data set from Police Scotland which would be added to the existing local date set to APC	AGENCY: Police CARE INSPECTORATE PRIORITY: 5	31-Mar-2023	Police can share information regarding ASP referrals and Concerns – to further discuss	100%		
ASP SIP Cat3.7	Information and Intelligence Subgroup to analyse data set and to improve standard of reporting to COG, APC and risk and performance management group	AGENCY: Local Authority CARE INSPECTORATE PRIORITY: 5	30-Jun-2023	Update- due to work absence this has been unable to progress. National Data Submissions have been submitted as well as quarterly reporting, however, work still to do on multi-agency data group. New end date to be established	30%		Vicki Low



4. Policy, Process and Procedures








Code	Action Title	Agency	Due Date	Latest Status Update	Status Progress	Status Icon	Assigned To
ASP SIP Cat4.1	TM oversight and involvement of chairing of all RASPCC, in line with the Op Guidance, to support clearly defined ASPCC and RASPCC process - This will include regular updates and review to ensure collaboration to be discussed within the ASP Op meet	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 1, 2, 3, 4, 5	30-Jun-2023	Regular catch ups with Team Managers/AP's for RASPCCs – feedback indicates that this appears to be collaborative in approach and enables RASPCCs to have adequate oversight within teams. However, it is noted that Team Managers are not undertaking all Review Case Conferences, with the Consultant Practitioner Team continuing to undertaking a large portion, as well as continued admin support. This is no longer sustainable. Workshop to take place in October 2023 to support practice and skills in chairing of ASPCC. Admin Guide to be written to support transition Chairs Guide to be written to support transition 3MB written to OMT to request support	60%		Vicki Low
ASP SIP Cat4.2	Core Group of front line practitioners formed to review Investigation documentation on CF - specific attention to the management of risk and protection planning within recordings	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 1, 3, 6	30-Nov-2022	Update Feb 2023 – practitioners met to discuss January 2023 – work on going and review activities will be set moving forward	100%		Sammy Robertson
ASP SIP Cat4.3	Core Group of front line practitioners formed to review Screening Tool documentation on CareFirst - specific attention to the management of risk, protection planning and application of the 3-point test	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 1, 3,	30-Nov-2022	Update Feb 2023 – core group of practitioners met January 2023 – in progress – review activities will be set moving forward	100%		Sammy Robertson







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ASP SIP Cat4.4	Core Group of front line practitioners formed to devise, design and implement Large Scale Investigation recording and investigation documentation on Carefirst. Attention required in relation to risk management and protection planning	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 1, 3, 6	30-Nov-2022	Subgroups to commence August 2022. Due to LSI activity this activity has been completed by LSI lead Officers and will be reviewed alongside x8 council officers following current LSI to inform any changes to document Feedback meeting with practitioners took place and further small changes agreed as well as practitioner guidance produced and to use document moving forward with further review following each LSI activity undertaken Assigned to: Vicki Low	100%		Vicki Low; Sammy Robertson
ASP SIP Cat4.5	Full Review of the Decision Specific Capacity Tool to be undertaken on a multi-agency basis – with input from NHSG and Lead Agency council employed staff.	AGENCY: NHS Grampian CARE INSPECTORATE PRIORITIES: 1, 2, 5, 6,	31-Jan-2023	30-01-2023: Tool revised updated and completed. Distributed out to all agencies along with a briefing note to support roll out. To be discussed in Council Officer meetings + main Grampian Psychiatrist clinical meetings. Assigned to: Kenny O'Brien	100%		Kenny O'Brien
ASP SIP Cat4.6	Initiate ASP Champions Role within NHSG - ensure that staff have local contacts and links for advice and support - alongside more formal structures	AGENCY: NHS Grampian CARE INSPECTORATE PRIORITIES: 1, 5, 6	28-Feb-2023	Now fully in place - Champions running and live. Dates set.	100%		
ASP SIP Cat4.7	iVPD local process review to take place in order to identify opportunities for improvements in quality of information shared, and expectations of agencies receiving Adult Concern Reports from Police	AGENCY: Police CARE INSPECTORATE PRIORITIES: 1, 3, 5	30-Sep-2023	NHS pathway for Concern Reports completed and now rolled out in Moray area. Moray MIVA project launched and lead agency training undertaken with documentation of process cascaded. To continue to build on this for multi-agency use. SLWG continues. MIVA report to be shared at APC 17.11.23	100%		Vicki Low; Elaine MacDonald
ASP SIP Cat4.8	Ensure local and Grampian processes align and embed. This will be monitored via QA activities and regular briefing sessions. Work to be undertaken on a Grampian-wide basis to align the Grampian Procedures with the	Agency: Multi-Agency CARE INSPECTORATE PRIORITIES: 1, 2,	31-May-2023	Subgroup currently updating Grampian procedures to reflect revised codes of practice. QA activities on going - to continue to develop good communications and continually review effectiveness - end date to be extended to	100%		






	revised COPs and Local Guidance.	3, 4, 5, 6		March 2023, likely to go through governance groups April/May 2023			
ASP SIP Cat4.9	Develop and Implement a full Capacity Pathway for Protection Decisions	AGENCY: NHS Grampian CARE INSPECTORATE PRIORITIES: 1, 2, 5, 6,	31-Mar-2024	First draft finalised. Preparing for initial consultation with Psychiatry; Psychology and GP governing bodies –then to take through governance for sign off.	80%		
ASP SIP Cat4.10	Review of Moray's Operational Guidance to be undertaken	AGENCY: Lead Agency	31-Dec-2023	Awaiting completion of Grampian procedure review prior to commencement - End date to be reviewed to allow for this	0%		Elaine MacDonald ; Sammy Robertson
ASP SIP Cat4.11	Adult Support and Protection Information Pack to be available for all individuals subject to intervention	AGENCY: Lead Agency	31-Dec-2023	ASP information pack now available and being used by practitioners. Practitioner feedback /material review to be undertaken. Discussion to take place with Kenny O'Brien regarding use of ASP video materials.	80%		Elaine MacDonald ; Sammy Robertson
ASP SIP Cat4.12	Implement ASP Flags/ Key Clinical Alerts on NHS Systems so that when an adult is formally classified as an 'adult at risk' under the terms of ASP legislation - NHS staff can see this.	AGENCY: NHS Grampian	31-Jul-2023	Fully in place up in Moray - with appropriate communication between NHSG and lead agency	100%		

5. Training and Development

Code	Action Title	Agency	Due Date	Latest Status Update	Status Progress	Status Icon	Assigned To
ASP SIP Cat5.1	Clear training calendar available for external partners to book via Eventbrite	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 1, 3	31-May-2023	ASP training now available on Eventbrite – to continue to monitor.	100%		Elaine MacDonald
ASP SIP Cat5.2	Collaboration with Social Work training to facilitate complex risk assessment across adult social work	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 1, 2, 3	31-Dec-2022	Update November 2022 – Complex risk assessment for single agency devised and cascaded and presented across adult social work. Continue to discuss pan Grampian for multi-professionals – to change to multi-agency action for pan Grampian approach as of November 2022. Leads – Vicki Low Assigned to: Vicki Low, Social Work Training	100%		




ASP SIP Cat5.3	Adult Support and Protection Training Plan to be available to all practitioners throughout Adult Social Work, Social Care and 3rd sector	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 1, 2, 3, 4	31-Aug-2022	Training Plan disseminated to all 3rd sector - March 2022. Training Plan available on Moray Protects webpage - April 2022. Training Plan available to all Social Work Teams - April 2022. Training Plan available to all housing and children services - July 2022.	100%		Vicki Low;
ASP SIP Cat5.4	Collaboration to take place with Child Protection to design and deliver Chronology training across Children and Adult Social Work	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 1, 3,	31-Dec-2024	Updates provided at each APC National work continues within the National ASP Implementation Subgroup. This will feed into the work locally.	10%		Vicki Low
ASP SIP Cat5.5	Clear and up to date records of all Adult Support and Protection training undertaken - Module, 1, 2, 3 and 4 - including when Council Officer refresher training is required	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 1, 5, 6	31-Aug-2024	Vicki devising Multi-Agency Training Report Template on a multi-agency basis. Expectation that first APC reporting will take place on a Multi-Agency basis by November 2023.	10%		Vicki Low
ASP SIP Cat5.6	Council Officer Handbook detailing tasks in relation to Adult Support and Protection duties and role	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 1, 2, 3, 4	31-Dec-2023	Update due to work absence this has been delayed – end date to be amended.	50%		Vicki Low
ASP SIP Cat5.7	Develop Practitioner Guidance on Self-neglect and Hoarding	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 1, 2, 3, 4,	31-Jul-2024	January 2024 - Suzy is currently developing this and we can provide an update at the next APC	90%		
ASP SIP Cat5.8	Developing a trauma informed workforce factoring in ongoing discussion with council officers to monitor changes in practice and to take forward learning	Agency: Local Authority CARE INSPECTORATE <u>PRIORITIES:</u> 1, 2, 3, 4, 5	31-Jan-2025	Trauma Informed post job description written and with HR – post requires grading panel. Post will sit with Service Manager – Lizette Van Zyl	50%		Vicki Low
ASP SIP Cat5.9	Develop a way to analyse training activities to inform the impact of training on practitioners This includes analysis exercise – training feedback used to inform future training events.	Agency: Local Authority CARE INSPECTORATE PRIORITIES: 1, 2,	31-Mar-2024	Ongoing. Feedback questionnaires are available following each training for participants. These are read and improvements notes. Council Officer standing survey introduced March 2023 to support learning and development and to	40%		

		3, 4, 5		highlight areas of improvements. Themes to be incorporated into Training Feedback to APC see action 5.16 Assigned to: Suzy Gentle			
ASP SIP Cat5.10	New training framework for ASP to be embedded with all patient facing staff receiving a facilitated level 2 ASP training course	AGENCY: NHS Grampian CARE INSPECTORATE PRIORITIES: 1, 2, 3, 4, 5	31-Aug-2024	Training framework signed off and in place. ASP Level 2 now mandatory for NHSG patient facing staff with a 3 year repeat built in. Courses being run. Assigned to: Kenny O'Brien	100%		
ASP SIP Cat5.11	For NHSG staff recording of ASP input and activity - revise ASP Level 2 Training to include specific section on Health records and ASP, good practice examples to be included.	AGENCY: NHS Grampian CARE INSPECTORATE PRIORITIES: 1, 2, 3, 4, 5,	31-Mar-2023	Training curriculum now revised and being delivered. Practice note completed and signed off/endorsed by the Clinical Professional Directors Forum for additional weight. Note distributed to all staff. Assigned to: Kenny O'Brien	100%		
ASP SIP Cat5.12	Financial Harm subgroup lead by Police Scotland (John Webster)	AGENCY: Police CARE INSPECTORATE PRIORITIES: 1, 5, 6,	31-Aug-2024	Subgroup refreshed, new Terms of Reference compiled and Financial Harm Group firmly established. They are accountable to the Grampian ASP Working Group. Assigned to: John Webster	100%		
ASP SIP Cat5.13	Mandatory online training for ASP rolled out and to be undertaken by all officers.	Agency: Police CARE INSPECTORATE PRIORITIES: 1, 2, 3, 4, 5, 6	30-Nov-2022	Compliance rate requested - this can then be reviewed on a regular basis. Further review and assurance action to be documented below	100%		
ASP SIP Cat5.14	Training and briefings to existing and new members (on induction) in relation to their roles and responsibilities on the ASP committee	MULTI AGENCY CARE INSPECTORATE PRIORITY 5, 6,	31-Aug-2024	Training and updates delivered as required Assigned to: Samara Shah	100%		
ASP SIP Cat5.15	Implement learning points from Multi-Agency IRD Audit	MULTI AGENCY CARE INSPECTORATE PRIORITIES: 5, 6,	31-Oct-2022	IRD Report written and presented to APC Sep 2022. Presented to Council Officer Forum and Practice Governance. Further reflection and implementation of learning point to be taken forward at next council officer session – as well as specific discussion with IRD chairs – scheduled throughout Sept and Oct	100%		




				Assigned to: Vicki Low and Elaine MacDonald for Social Work			
ASP SIP Cat5.16	Grampian Approach to Risk Assessment Training	Multi-Agency Care Inspectorate Priorities 1, 2, 3,	30-Jun-2023	The arrangements for this are shared between the three local authorities; Moray is allocated 2024.	100%		
ASP SIP Cat5.17	Training update template to be drafted and completed prior to each APC to provide assurance of what training is taking place, how many participants. This should include feedback information to allow for further learning and development	MULTI-AGENCY Care Inspectorate Priorities TBC	30-Jun-2023	Completed.	100%		
ASP SIP Cat5.18	Consideration and exploration on a Grampian and multi-agency basis of an Adult Support and Protection Decisions App supported by the DHI. Consideration in Moray as to whether a multi-agency ASP Decisions App would be of benefit.	MULTI-AGENCY CARE INSPECTORATE PRIORITIES TBC	31-Dec-2023	Due to sick leave this has been unable to progress.	5%		
ASP SIP Cat5.19	Awareness raising in Moray with local banks and financial institutions regarding the use of the S10 mandate. This will be carried out as a multi-agency.	Multi-Agency	31-Jan-2024	January 2024 – awaiting date for next FH Sub Group meeting.	0%		Elaine MacDonald ; Sammy Robertson
ASP SIP Cat5.20	IRD continuity sessions to be undertaken with Lead Agency Chairs. This will include development of a Chairs Checklist to support continuity as well as further discussion around ASP Thresholds	Agency: Lead Agency	31-Aug-2023	Completed.	100%		Elaine MacDonald ; Sammy Robertson



6. Service Redesign and Review

Code	Action Title	Agency	Due Date	Latest Status Update	Status Progress	Status Icon	Assigned To
ASP SIP Cat6.1	Adult Social Work consultation - design and implementation of a service wide development and improvement plan to reflect on ASP inspection, SDS standards and national and local policy	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 5, 6,	31-Oct-2022	Initial discussions have taken place with Team Managers with regard to important of improvement and development for Social Work. Consultation Workshops planned for end Sep 2022. Assigned to: Vicki Low	100%		Tracy Stephen


ASP SIP Cat6.2	To develop a multi-agency approach and training for 2nd persons (renamed Multi-Agency Training) in Adult support and protection	MULTI AGENCY CARE INSPECTORATE PRIORITIES: 1,2, 3, 4, 5	31-Dec-2023	Training designed and rolled out – Involvement in Adult Support and Protection– this is multi-agency training for practitioners who may be involved in ASP Investigation and beyond. Training Report to be delivered. Report to be presented at APC 17.11.23	100%		
ASP SIP Cat6.3	ASP Live Event	MULTI AGENCY CARE INSPECTORATE PRIORITIES: 5, 6	31-Jan-2024	Theme – Grampian Procedures. November 2023 - Due date changed – awaiting updating of Grampian Procedures.	10%		
ASP SIP Cat6.4	Discussion to take place within COG and APC regarding capacity and gaps in service to ensure clear oversight of matters by our more senior leaders	MULTI AGENCY CARE INSPECTORATE PRIORITIES: 5. 6	31-Oct-2022	Discussions taking place at both COG and APC regarding gaps and capacity issues. This is also reflected within our APC Risk Register and is a standing item agenda	100%		

7. Professional Practice


Code	Action Title	Agency	Due Date	Latest Status Update	Status Progress	Status Icon	Assigned To
ASP SIP Cat7.1	Regular Council Officer Forums – to include regular feedback sessions	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 1, 2, 3, 4, 5, 6	30-Nov-2022	Council Officer Forums in place. Formally recorded and training materials to be available within SharePoint for CO viewing - TO be reviewed Nov-22 by consultation with CO's Council Officer Forum due in December Assigned to: Elaine MacDonald, Suzy Gentle	100%		
ASP SIP Cat7.2	Regular Team Manager 'catch up' meetings to take place to discuss adult support and protection practice within teams	AGENCY: Local Authority CARE INSPECTORATE PRIORITIES: 5, 6	30-Nov-2022	08-03-2023 – Fortnightly operational group meetings taking place with team manager and advanced practitioner attendance. This also has representation from Police, Carefirst Systems and NHS this group is an opportunity to share concerns or highlight areas of good practice.	100%		Vicki Low;
ASP SIP Cat7.3	To provide ongoing mentoring and support for Social Work Council Officers undertaking ASP activity	Agency: Local Authority CARE INSPECTORATE	31-Dec-2022	Training delivered to Council Officers OCT – DEC. Additional refresher training in March 2022. Rolling programme established. Ongoing mentorship of Council Officers taking place with	100%		

		PRIORITIES: 1, 2, 3, 4,		tasking documents in place. Assigned to: Elaine MacDonald			
ASP SIP Cat7.4	Review across all patient facing areas that professional supervision is offered/available	AGENCY: NHS Grampian CARE INSPECTORATE PRIORITIES 5, 6,	30-Sep-2022	Scoping complete + managers/staff now have ASP as a regular item on 1:1's and supervision discussions. Also a regular item now on team meeting agendas. NHSG Public Protection Supervision arrangements now finalised, consulted on, and approved. The professional supervision document is now live. Assigned to: NHSG ASP	100%		
ASP SIP Cat7.5	Review local practice to ensure key agency professionals feel comfortable & have contacts for early discussion around ASP, promoting inter-agency peer support (This does not replace the IRD process, but a platform for time critical discussions.)	MULTI AGENCY CARE INSPECTION PRIORITY 1, 5	31-Dec-2022	completed - multi-agency contacts shared with front line practitioners to encourage good quality discussion and support during enquiry stage	100%		

Copy of 7. Quality Assurance and Audit

Code	Action Title	Agency	Due Date	Latest Status Update	Status Progress	Status Icon	Assigned To
ASP SIP Cat7.4	Copy of Multi-Agency IRD Summary Quality Assurance Audit to take place - review all IRDs from commencement	MULTI AGENCY	31-Jul-2022		100%		

Review across all patient facing areas that professional supervision is offered/available

Code	Action Title	Agency	Due Date	Latest Status Update	Status Progress	Status Icon	Assigned To
ASP SIP Cat7.4a	ASP is a clearly defined identified area for regular discussion (ensure this is capture on any NHSG police/procedure/guidance)		30-Sep-2022		100%		
ASP SIP Cat7.4b	Ensure specific ASP clinical/professional supervision is offered to staff who are actively working with adult protection cases	CARE INSPECTORATE 5, 6	30-Sep-2022		100%	