

Amendment to Statement of Purpose (COVID 19)

This is a temporary addendum to the existing Statement of Purpose and will only be in operation in relation to COVID 19 arrangements. All other information pertaining to the day to day conduct and operation of this home can be found within Statement of Purpose dated June 2020.

Name of Home:	Forest Lodge Short Breaks Service
RQIA ID:	1865
Date effective from:	9 th November 2020

Use the following sections to describe the proposed changes and only complete sections that you want to change. Where required please attach evidence showing the change is consistent with current legislation and standards

Address:	Musgrave Park Hospital, Stockman's Lane, Belfast. BT0 7JB
Telephone:	02890638748/ 02895047133
Registered Provider:	BHSCT CEO. Dr Cathy Jack
Registered Manager:	Yvonne McKibbin
Number of children/ young people to be accommodated	1 in the short breaks side and 1 in the isolation side – if more than one bed is needed in the isolation side the short breaks service will be stood down until the number returns to 1 or 0.
Range of needs to be provided for <i>(tick the categories of care)</i>	CH-EBD <input type="checkbox"/> CH-LD <input checked="" type="checkbox"/> CH-PD <input type="checkbox"/>
Age range of children/ young people	8 – 18

Summary statement about the home's change of purpose and the service to be provided:

The Home's Statement of Purpose is amended to reflect the (temporary) use for Forest Lodge as a possible Isolation Unit in response to COVID19 emergency situations, alongside the provision of Short Breaks within the home as per original Statement of Purpose. The Trust's intention is to continue with Forest Lodge as a short break unit and to provide the support to children and their families while recognising there may be a need to accommodate children who need to isolate and for whom there is no other suitable arrangements.

The home can be divided in two if required. In one part of the building the Forest Lodge nursing and care staff will provide short breaks for Forest Lodge service users. In another part – if required – social work staff will provide care and support to children who need to spend a period in isolation (COVID related) and for whom there is no other alternative care arrangements. Children will move as soon as there is no need for isolation. Under current guidelines this will be for no more than 14 days.

If the unit has a child in short breaks and one child requiring isolation the staff will not mix across both sides to ensure the risk of infection is minimised and safely managed. In line with Infection Prevention Control - PPE will be used to mitigate all risks and a cleaning regime implemented in line with HPA guidance.

Short Breaks for the service users who are current users of Forest Lodge will be provided. This could be a long day break or an overnight for 1 young person per short break.

The teams working will have access to the Infection Control Nurse for residential care, who is based in Forest Lodge, and to TSS as they would in a usual Children's Home placement. The residential Social Work staff will be in close contact with the young person's GP and other health care providers to ensure all health needs are met.

Service aims and objectives (what is the home is planning to achieve and how will this be achieved, include any electronic or mechanical means of surveillance e.g. cameras or alarms in place)

As above.

Short breaks –

The short break side of the home will provide short breaks, long day or overnights for one young person who are already Forest Lodge users and their care will remain the same as the original statement of purpose.

1 young person will be accommodated in the short breaks side and 1 young person will be accommodated in the isolation side – if more than one bed is needed in the isolation side the short breaks service will be stood down until the number returns to 1 or 0. If Short Breaks is stood down Forest Lodge staff will support the Social Work staff in the Isolation unit.

Isolation unit -

The Home will accommodate a young person who is required to isolate under the PHA Guidelines – advice will be sought from Infection Prevention Control.

The young person will have their own bedroom and access to an ensuite bathroom. These bathrooms and a cleaning system using Antichlor detergent will be in place in between each use.

All staff will wear PPE masks and when a young person is positive staff will add gloves and aprons to their PPE. This is in line with the home's action card developed by the IPC nurse.

Where a risk assessment indicates, staff must also wear visors.

Circumstances indicating usage of visors may be e.g. but not exclusively:

- a young person spitting,
- care and emotional support needs or
- staff and young people required to be in close proximity for a conversation requiring Big Word

The young people who will be accommodated in the isolation unit will be encouraged to use masks when in a communal area. When in their individual rooms, this will not be necessary.

When in communal spaces, both staff and Young people must adhere where possible to 2 metre social distancing requirements. Furniture in the living/ dining room will be set out in such a way as to facilitate this.

If young people do not wear PPE when in communal spaces, then social distancing arrangements MUST be adhered to at all times.

Staffing Arrangements *(the number of staff working in the home, their qualifications, and experience. A flow chart can be used to illustrate this information. Induction and training arrangements should also be referenced for new staff.)*

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Isolation unit -

The isolation side of the home would be staffed by 2 Social Workers from the emergency residential Social Work rota. There will be an on call Senior Social Work Manager available to come in and support these staff if the young person admitted is presenting with behaviours of concern.

The Social Workers will take the lead in all care planning discussions and administering medication, as per the mainstream residential homes processes. The Social Workers will have guidance to reference when they come into Forest on their role with the young person and the building.

Staff will have access to the designated Infection Control Nurse for Children's Residential Care (Moya McGloin), based in Forest Lodge, who will provide consultation and advice as required.

Short breaks –

The Short Breaks will be staffed by Forest Lodge Staff as per the original statement of purpose.

Management of Forest Lodge- responsibility for the home remains with the registered manager, Mrs Yvonne McKibbin. Yvonne will link with the Children with Disabilities

community Social Work team to agree priorities for assigning Short Breaks to the service users based on assessment of risks and the following criteria,

- Young person is assessed as on the edge of care and/or family breakdown imminent or no other supports available

Yvonne will also provide advice and assistance to the staff in the isolation half of the home and will have responsibility for all young people who are residing in the home. For the young people accessing the isolation unit Yvonne will work closely with their community Social Worker to ensure the young person's needs are being met and take part in the planning for the young person to be discharged from Forest Lodge within the agreed time frames.

Admission criteria including for emergency admissions (*short statement outlining how the home will manage admissions both planned and emergency, any restrictions being imposed should be included*)

Any young person requiring accommodation in isolation unit will be admitted on an Emergency basis or planned where possible, by virtue of having met any of the following criteria for admission.

1. Should a Single Foster Carer be diagnosed as Covid positive and becomes unable to look after the child and there are no other family members available to provide care; the child / young person may need to come into the Home for testing and if diagnosed may remain
2. Children from the community requiring admission when parent/carer is unwell due to being symptomatic or diagnosed with Covid19, is unable to provide care for their child and no other care options are available
3. Children from the community requiring to be admitted due to being symptomatic or diagnosed with Covid19 and where there are concerns of abuse and/or neglect, they will complete a period of isolation before moving to another placement
4. There may be occasions when an Unaccompanied Minor has to be accommodated as part of the isolation process.

It will be imperative that, given the specific function of this Home, the young person must return to the placement from where they were admitted, **immediately** on recovering good health and being Covid free.

To ensure this is achieved, a clear admission process will be undertaken as follows:

- All admissions will be approved by the Co-Director 'on-call'.
- An admission meeting will be convened by the social work team. This is to take place on the day of admission, (72 hours if this is over a Bank Holiday, or weekend).
- A clear plan including, discharge arrangements must be agreed at the meeting and shared with the Co-Directors (Safeguarding and Corporate Parenting).

At the point of admission, the Young Person must have had a medical and where possible have undergone a Covid test. A test can be arranged following admission through due to capacity of the testing staff.

A Social Worker who has statutory responsibility for the young person must always be present at the point of admission and provide all necessary information and documentation including LAC 0 and LAC 1 forms, with the appropriate signed consent obtained (including consent to medical intervention).

Any allergies, and health conditions/ concerns must be highlighted and discussed at this point, and any medication handed over to the SW.

The key team around that young person comprising (where appropriate) parent, foster carer, residential staff, social worker, health professional, IPC liaison Nurse and residential will attend a video conference meeting via Skype/ MS Teams. The purpose of this meeting is to discuss the care plan, complete a risk assessment, agree a safety plan, and confirm the discharge plan, i.e. when a young person is Covid free and is well enough to return to their substantive placement they were in prior to admission to the isolation home e.g. foster placement, home placement or other residential placement as appropriate. At any stage during the process, staff can consult with the designated IPC Nurse.

Short Breaks

How the young people are identified to access the bespoke short breaks service that will be ran from Forest Lodge will be based on assessment which will be completed by the community Social Work team and is reviewed fortnightly.

Identify changes to the following sections by (✓) in the table, attach detail/ evidence of the proposed amendment e.g. revised procedure.	(✓)
The arrangements made to protect and promote the health and welfare of the children and young people accommodated at the home	✓
The arrangements made for the consultation with the children and young people accommodated about their care and the operation of the home.	
The arrangements made for the control, restraint and discipline of children and young people, include electronic or mechanical means of surveillance	
The arrangements made for safeguarding, child protection and to counter bullying	
The procedure for dealing with any unauthorised absence of a child or young person and for a child or young person who is "missing" from the home.	
The fire precautions and associated emergency procedures in the children's home.	
The arrangements for the children and young people's religious observance.	
The arrangements for contact between a child or young person and their parents, relatives and friends.	
The arrangements for dealing with complaints	
The arrangements for contributing to the review of placement plans under Article 45 of the Children and Young People Order.	

The type of accommodation (include the sleeping accommodation provided, and, where applicable, how children and young people are to be grouped, and in what circumstances they are to <u>share bedrooms</u>).	
Detail of any specific therapeutic techniques used in the home, and arrangements for their supervision	
A description of the home's policy in relation to anti-discriminatory practice as respects children and young people and their rights.	