



**BIRMINGHAM COMMUNITY  
SAFETY PARTNERSHIP**  
WORKING TOGETHER FOR A SAFER CITY

## **Domestic Homicide Review**

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**BDHR2011/12 -02**

**Action Plan**

Domestic Homicide Review Individual Action Plan in Respect of Case BDHR2011/12-02

Recommendation HEFT 4i1 :All medical & nursing staff to be reminded of good practice & Trust Policy in relation to record keeping and documentation

Ref	Action (SMART)	Lead Officer and Agency	Target Date for Completion	Desired Outcome	Monitoring Arrangements	How will Success be Measured	Outcome/Progress	Status
HEFT 4i1.1	Corporate nursing team to develop a Nursing Practice Alert & circulate to all Head Nurses, Matrons, Sisters and staff nurses	Corporate Nursing Team	Apr-12	Remind all nursing staff about their professional accountability in relation to record keeping.	Nursing Alert developed and disseminated to the nursing workforce through communication cascade mechanism.	Evidence of the dissemination of the Nursing Alert. Ongoing monitoring of record keeping standards.	Nursing Practice Alert developed and distributed (Alert No 37). Circulated to Head Nurses, Matrons, Senior Sisters April 2012.	Complete
HEFT 4i1.2	Matron for safeguarding adults to meet with Director of Medical Safety	Matron for Safeguarding Adults	Apr-12	Remind all medical staff about their professional responsibility in relation to record keeping,	Dissemination, via the Medical Directors, Clinical Directors and medical teams of professional responsibility in relation to record keeping and findings from this review.	Evidence of discussion with Clinical Leads.	Meeting held with the Director of safety on the 5 <sup>th</sup> April 2012, discussed the gaps in record keeping documentation. Summary of the issues emailed to Ann Keogh 6.4.12 and she will discuss with Medical Director & the clinical leads.	Complete

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**Birmingham and Solihull Mental Health Trust**

**Recommendation 1: Remind staff that they should clearly record information about children, partners and significant others in the service users clinical record, including any**

Ref	Action (SMART)	Lead Officer and Agency	Target Date for Completion	Desired Outcome	Monitoring Arrangements	How will Success be Measured	Outcome/Progress	Status
BSMHT 4i1.1	Include in relevant clinical records policy.	Head of Care Records	Dec-13	Staff will be aware that they need to record information in relation to children, partners and significant others in client's records	Dip sample audit on completion of dependents section	Completion of dependents section continues to increase	Dip sample audit identifies that use of dependent section steadily increasing	Complete
BSMHT 4i1.2	Include in basic safeguarding training.	Head of Safeguarding	Apr-13	Training programme includes information in relation to recording				Complete

**Recommendation 2: Whenever a service user is lost to follow up, relevant partner organisations will be involved in agreeing any future action.**

BSMHT 4i2.1	Review DNA Policy to explicitly reference these situations.	Medical Director	Dec-13	When a client DNA partner agencies will be involved in planning future care	DNA rates monitored by Trust	Teams will involve partner agencies in future care planning if client DNAs	Quarterly reports in relation to DNA sent to individual teams	Complete
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**Recommendation 3: All clinical staff should have access to Department of Health Routine Enquiry Training into Abuse and Neglect**

BSMHT 4i3.1	Schedule training for 2012-13 as part of Safeguarding Training Plan	Safeguarding Lead for Women, Domestic Violence and Sexual Safety	Apr-13	All staff will have access to Routine Enquiry Training	Routine Enquiry Training was delivered from 2010-2013. Following this period it has been incorporated into the core safeguarding training however, it has been recognised that additional time needs to be allocated to meet the domestic abuse agenda. All training packages are being reviewed and additional training will be delivered from Autumn 2014.			Complete
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Domestic Homicide Review Individual Action Plan in Respect of Case BDHR2011/12-02							
Birmingham Clinical Commissioning Groups							
Recommendation 1: The findings of the Domestic Homicide Review are circulated to all general practices							
Ref	Action (SMART)	Lead Officer and Agency	Target Date for Completion	Desired Outcome	Monitoring Arrangements	Outcome/Progress	Status
CCG 4i1.1	The findings of the DHR are circulated to all general practices	Birmingham South Central Clinical Commissioning Group Safeguarding Team	Post publication	General practice is aware of the recommendations and lessons learnt from domestic homicide reviews	Assurance provided to BCSP	Post publication	Awaiting publication
Recommendation 2: All General Practices are informed in writing of the need to have clear policy statements and procedures in place with respect to domestic abuse and safeguarding							
CCG 4i2.1	All General Practices are informed in writing of the need to have clear policy statements and procedures in place with respect to domestic abuse and safeguarding	Birmingham South Central Clinical Commissioning Group Safeguarding Team	31.08.2012	General practices in the city have considered and strengthened their response to domestic violence	Assurance provided to BCSP	All General Practices in the city have been advised.	Complete
Recommendation 3: Royal College of General Practitioner Guidelines are circulated to all general practices, with a recommendation that a designated person is identified and a domestic abuse care							
CCG 4i3.1	Royal College of General Practitioner Guidelines are circulated to all general practices, with a recommendation that a designated person is identified and a domestic abuse care pathway is established, as per the guidance	Birmingham South Central Clinical Commissioning Group Safeguarding Team	31.08.2012	General practices in the city have considered and strengthened their response to domestic violence	Assurance provided to BCSP	Guidelines have been distributed and are available on-line. Each GP practice has a designated safeguarding lead.	Complete
Recommendation 4: All staff working in general practices can access training in recognising and responding to domestic abuse which is commensurate to their role.							
CCG 4i4.1	Training is made available to general practice	Birmingham Clinical Commissioning Groups	30.11.2012	General practices in the city have considered and strengthened their response to domestic violence	Assurance provided to BCSP	On-line training is available to all GPs. Bi-monthly domestic violence and abuse awareness and training events are available to all GPs through Birmingham South Central Clinical Commissioning Group from June 2014. All practices have been advised that a register of training needs to be maintained by the practice	Complete
CCG 4i4.2	During safeguarding assurance visits undertaken by Cross City Clinical Commissioning Group, assess the impact of actions aimed to strengthen the response to domestic violence on this sample of Birmingham GP practices.	Cross City Clinical Commissioning Group	30.6.2014	To identify the impact of the actions above on general practice's response to domestic violence and safeguarding	Report to be provided to BCSP	report due 30.6.2014	