

Scrutiny Review Scoping Template

Review Topic (name of review)	Care Standards Overview Project Group
<u>Councillor Involvement</u> (names of Cllr involved)	Councillor Campbell (Chair), Councillors Columbine, Garner, Grimshaw, Hankey and Walker.
<u>Officer Support</u> (names of Officer required)	Andrea Tomlinson Jay Moosaye Lesley Molloy
<u>Rationale</u> (key issues and/or reason for doing the Review)	The Overview Management Group has requested that an Overview Project Group is established to review the standards of care both domiciliary and within private care homes and ensure it meets the needs of Bury residents.
<u>Purpose of Review/Objective</u> (Specify exactly what the review should achieve)	To ensure that Bury residents are appropriately cared for and that the care given is suitable and good value for money. To ensure that all safeguarding measures are fit for purpose and meets the needs of Bury residents.
<u>Indicators of Success</u> (What factors would indicate that a Review has been successful)	To ensure that the care given is fit for purpose and that all customers receive the same standards of care. To ensure that the level of provision in place is adequate to provide a good quality service to all who require it.
<u>Methodology/Approach</u> (what types of enquiry will be used to gather evidence and why)	Meetings - Officers briefings and questioning etc. Visits - to meet with staff and customers
<u>Specify Witnesses/Experts</u> (who to see and when)	Officers - Management, Quality and Assurance Staff - carers Users - Service users
<u>Specify Evidence Sources For Documents</u> (which to look at – national and local)	Briefing information from Officers Quality Assurance Framework Concerns and complaints - review trends.
<u>Specify Site Visits</u> (where and when)	Attend visit with a Quality Assurance Officer to discuss care provision with

	staff and service users.		
<u>Specify Evidence Sources for Views of Stakeholders</u> (consultation/workshops/focus groups/public meetings)			
<u>Publicity Requirements</u> (what is needed – press release, fliers, leaflets, radio broadcasts, etc)			
<u>Resource Requirements</u> (people, expenditure)			
<u>Barriers/dangers/risks/etc</u> (identify any weaknesses and potential pitfalls)			
Projected start date	9 January 2012	Projected completion date	March 2012

Membership

Gill Campbell	Joan Grimshaw
Joanne Columbine	Michael Hankey
Ann Garner	Roy Walker

Name of Group

Care Standards Overview Project Group

Terms of Reference

