

Draft Quality Standards for Inclusion in an Acute In-Patient Operational Policy

Theme 1 - Care Pathway Arrangements

- All units have produced written care pathways from admission through to discharge that have been agreed and signed off by the Acute Care Forum. Target: 100%.
- The Trust CPA documentation contains specific sections on inpatient care, including admission, discharge and planning/delivery of care whilst in hospital. Target: 100%
- As a minimum, the Care Co-ordinator is
- Informed of admission within 48 hours
- Invited to attend all formal reviews
- Involved in discharge planning Target: 100%
- When a service user has an existing care plan, it will be available on the ward within 24 hours of admission. Target: 100%
- For each service user, there is a documented care plan which covers:
- What interventions are required and why
- How these interventions are to be delivered and by whom
- What happens on completion of treatment Target: 100%
- Every service user is fully involved in the planning of their care. Target: 100%
- All service users are given a copy of their care plan. Target: 100%
- Where applicable, the initial assessment during an inpatient stay involves information from and communication with the relevant community services. Target: 100%
- A full physical examination is undertaken during the period of initial assessment. Target: 100%
- The spiritual needs of the service user are taken account of during the period of initial assessment. Target: 100%
- The Trust Risk Assessment process is in place in both inpatient and community settings. Target: 100%

Theme 2 – The Process of Admission and Reception

- Information about the In-patient Unit is available to service users and carers 100% of the time. Target: 100%
- Information about the In-patient Unit is reviewed annually internally or externally with service users and carers to ensure that it remains both appropriate and accessible. Target: 100%
- A full orientation is given to each service user and carer within 7 days of admission, including those with special needs. Target: 100%

Theme 3 – Structuring the Inpatient arrangements during Admission

- The formal structure is reviewed on at least a six-monthly basis to ensure that ward arrangements can continuously improve and maximise engagement time with service users. Target: 100%
- Service Users have access to a minimum of one hour's recreational activities each day. Target: 100%
- Information provided by the patient's forum is included in the regular review of the structure of ward arrangements. Target: 100%
- There is a six-monthly review of evidence based interventions for service users in the inpatient environment to ensure that the most effective interventions and best practice are available to them. Target: 100%
- There is a six-monthly review of the range, nature and frequency of specific therapy inputs. Target: 100%
- There is a documented observation policy that proactively engages the service user either therapeutically or recreationally during a period of observation. Target: 100%
- The service user has been made aware of why they have been placed on observation and what this means. Target; 100%