

Sao Paulo Annual Report

Report 2016

Required under Part 7 Section 23 (1)(d) and section 23 (2) (a)

Review of Quality Safety of Care and Support

Sao Paulo is a residential home with space for 6 residents currently catering for five residents who present with various levels of needs. Sao Paulo has been lucky to welcome another resident to our home in September. Initially in order to introduce him and his family to the service a shared care arrangement was established where he split his time between his family home and Sao Paulo.

Sao Paulo strives to provide a high quality service in a homely environment by delivering a high of standard of care. Staff and residents have had many positive changes within the home and are continuing to adapt favourably to these. Residents moved to the new premises on the 19th of January 2016, where after a short period everyone appeared to have settled in without any problems.

All residents in Sao Paulo range in age between 46 and 54 years old. Some residents in Sao Paulo attend a day service 5 days a week at County Wexford Community Workshop (C.W.C.W.) as they have done for over 25 years while others attend day service through Ard Aoibhinn. Residents continue to go home and visit their families on regular basis throughout the year.

Resident's meetings are held each Thursday evening with all residents and the staff on duty taking part. To begin the meeting a menu is planned for the coming week with the residents making choices from our picture book and picture board. Residents choose outings for the weekend ahead and also who is going grocery shopping or on errands. If appointments are coming up they are also mentioned in the meetings as a reminder. Residents and staff gather their information and folders of various food pictures, activities so all can choose and give their opinions verbally and non-verbally.

The residents began showing an interest in knowing which staff were coming on duty in the evening or the next day so a system was developed using a staff picture board. Residents continue to enjoy changing the pictures on the staff picture board.

A menu board is hanging on the kitchen wall, the residents match their food choices with the days of the week. Residents are supported and encouraged to follow a healthy eating plan according to the food pyramid.

Keyworker meetings are held fortnightly, depending if a resident is at home. Upcoming events, appointments, home visits, shopping outings and other activities are discussed in these meetings. Residents are encouraged to make choices and decisions where possible in all aspects of their daily lives. These meetings also give the resident a chance to voice their opinion or concerns on different matters. Minutes of these meetings are contained within each residents Person Centred Plans (P.C.P) which are stored in their bedrooms. It is also a 1:1 time that each keyworker can explain or inform the resident of issues that concern their lives. Examples being the easy to read guide to the National Standards for Residential Services for Adults with Disabilities, Ard Aoibhinn's statement of purpose, the resident's agreement and the residents guide for Sao Paulo.

Person Centred Plan meetings for each resident are held yearly in November. These meetings have proven to be a very important way of sharing information between Sao Paulo staff, C.W.C.W staff and family. It also allows for the resident's plan to evolve and develop with the support of their keyworker. This year they were a great success all the families were able to have another tour around the house and see how the residents have settled in.

Staff in Sao Paulo

Staffing within Sao Paulo is very consistent. The core staff group have worked with the residents for in excess of 8 years, with some of the staff working with the residents over 25 years. Support is also provided by relief staff from Ard Aoibhinn. These staff have been introduced to residents over a period of time and now work regularly covering evenings, weekends and annual leave hours. Sao Paulo also facilitates student placements for social care students. In April 2016 we welcomed a new Social care worker to our team, who had worked part time.

The staff structure of Sao Paulo is as follows:

Board of Management

Manager of Services

Gerard Heaney

CNM3

Geraldine Roche

Social Care Leader

Brigid Darcy

Social Care Staff

Eimear Darcy

Siobhan Swan

Care Staff

Margo Kearney

Mary Doyle

Community employment staff

Staff meetings take place every 6 to 8 weeks and are held in Sao Paulo house. The minutes of these meetings are kept on file with the agenda. The meetings are beneficial for all staff as it is a good way of sharing information regarding work, residents, files and upcoming events. It can help us identify where we can improve standards in our own work and within the house to create a better living environment for the residents.

This year staff have continued to receive training such as Fire Safety, Medication, CPI, Diabetes Awareness, Manual Handling, First Aid, Child and Adult protection training and Midazolm training.

Health & Safety

The ancillary statement was last updated July 2016 and signed off by the CNM3 and the Social Care Leader. It is situated in the health and safety folder and stored in the office in Sao Paulo. All staff are encouraged to ensure they are aware of its contents.

Fire drills are done monthly, documented and signed by staff on duty. This year both staff and residents had to get used to a new house for fire drills. There have several fire exits around the house and our assembly point is marked clearly at our entrance to the house.

There was two night time fire evacuations done for 2016. Different scenarios have been executed so as to get use to different exit doors. All of these are stored in the fire files folder in the office in Sao Paulo and signed off on a regular basis by the CNM3. Residents continue to improve on evacuating the house as swiftly and safely as possible and going to the assembly point. These drills are regularly highlighted at our staff and residents meetings. All staff have received fire safety training.

General Risk Assessments and Individual Risk Assessments are a continuous work in progress and new ones have implemented since moving into the new home. Each assessment is carried out in relation to the resident's own personal needs.

Developments

All residents have settled remarkably well into their new home and new bedrooms, putting their own stamp on the house. Staff are making steady progress with files and reviewing and updating existing paperwork. As spring is coming close we are preparing for a new year to improve our home and garden.

Goals for 2017

- To continue creating a homely environment in our house
- To help new resident to settle in and to form a close working relationship with him and his family
- to continue to maintain our high standards of practice

- to support each residents individual needs, reach their goals and keep them safe
- To continue to keep all information and files up to date.
- Keep staff training up to date
- to continue to work well as a staff team and maintain good communication among regular and new staff
- For all staff and residents to remain in good health

Conclusion

Sao Paulo is a long term community home. Over the years the staff and residents have formed close working relationships. Under the management of Ard Aoibhinn, the home has been supported and guided to continue to support this model and to add other aspects that allow the home to conform to standards and regulations that are in place. The service continues to grow and flourish and any challenges that have been presented have been resolved, learned from, and experiences passed on to new staff.

Gerard Heaney

Manager of Services