POLICIES & PROCEDURES - DOCUMENT
C5 PLACEMENT REVIEWS

Why Do We Need This Document?
Each service user has an individual written Placement Agreement/Contract that reflects the Service User’s assessed needs and personal goals.

National Minimum Standard 5.5
The registered manager can show evidence that the placement is reviewed at least six monthly with the service user, and that agreed changes are recorded and actioned.

Welsh Assembly Government Guidance S10.2
A Placement Review meeting should review the Placement against the Placement Agreement (contract) and include a review of the Service User Plan (Adult Plan).

Who Does This Document Cover?
✓ Case Managers and Social Workers
✓ Families
✓ Service Users
✓ Shared Lives Carers
✓ Shared Lives Officers
✓ West Wales Shared Lives

What Does This Document Cover?
1 The responsibility of the SL service to ensure that the Placement meets the identified needs of the Service User through a regular, transparent, inclusive and consistent system of Placement reviews.
2 The responsibility of West Wales Shared Lives to provide training, information and support to SL Carers to enable them to participate effectively in the review process.
3 The responsibility of the SL Carer to contribute positively and professionally to Placement reviews.
4 The responsibility of West Wales Shared Lives to ensure that the Service User is able to participate in the placement review process.
5 The responsibility of West Wales Shared Lives to include a review of the Service User’s Adult Plan in relation to the Placement and to advise the Case Manager/Social Worker of any subsequent changes agreed.
The responsibility of West Wales Shared Lives to ensure that the review is used as an opportunity to evaluate the progress of the Placement and to record any changes to the Placement Agreement/Contract and to monitor and inform the Case Manager/Social Worker of any amendments that need to be made to the Service User’s whole package of care.

The responsibility of West Wales Shared Lives to ensure that the reviews are recorded in a manner that is accessible to all parties.

This document should also be read in conjunction with the following:

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Relevant Legislation and Statutory Guidance

- Care Standards Act 2000
- Adult Placement Regulations 2004
- National Minimum Standards 2004
- WAG Policy & Practice Guidance 2002

Date Document Last Reviewed | 05-2009
Date Document Last Updated | 
Proposed Date Of Next Review | 2018