

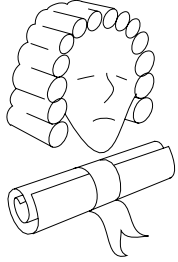
# **National audit of services for adults and young people with a learning disability**

**Questions for NHS board members and independent healthcare senior managers to fill in**

**Easy read version**



## Questions for board members and senior managers



**1. Please tell us how the board or senior managers meet the standards set out in each of these laws**



Human Rights Act 1998

Race Relations Amendment Act 2000



Disability Discrimination Act 1995

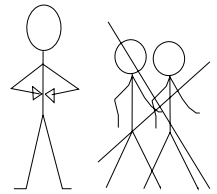




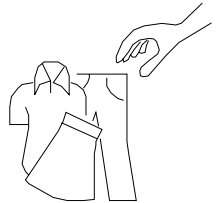
The things in Valuing People that are important for your organisation to follow are things like principles and objectives. Please tell us which objectives are relevant to your organisation



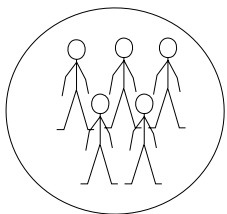
Rights



Independence



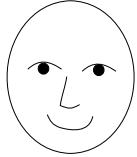
Choice



Inclusion

1 \_\_\_\_\_  
2 \_\_\_\_\_  
3 \_\_\_\_\_

**2. Do you have a plan in writing called a strategy that talks about future plans for the learning disability services and how they will be run?**



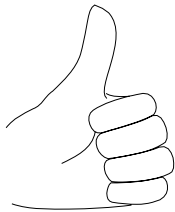
Yes



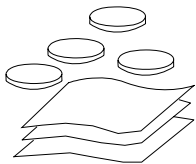
No



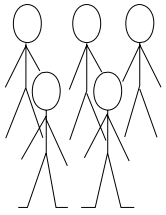
How do you make sure that other people in the service and users of services and carers see and understand the plan?



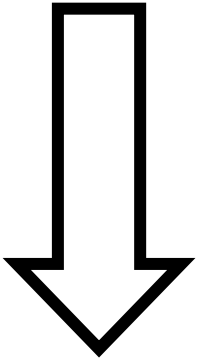
What are the main things you plan to do to make your learning disability services better this financial year (2006/2007)?



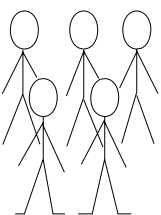
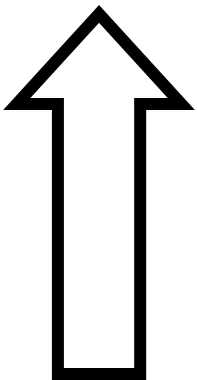
What is your budget for learning disability services next financial year (2007/2008)?

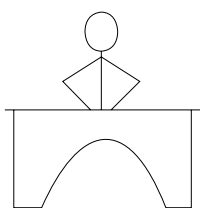


Do you plan to provide less services for people with learning disabilities this financial year or next financial year (April 2006-March 2008)? Please tell us what these changes will be

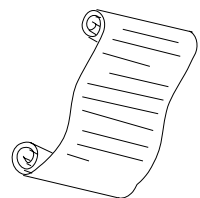


Do you plan to provide more services for people with learning disabilities this financial year or next financial year (April 2006-March 2008)? Please tell us what these changes will be



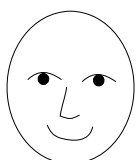


**3. Who is the main person in charge of services for people with learning disabilities on the board/senior managers? Please describe the experience and skills that they have to do with their job**

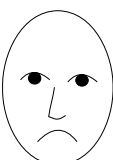


**4. Please give us a copy of your organisational chart. (this will show who does what job to do with learning disability in your organisation, from the services to the board).**

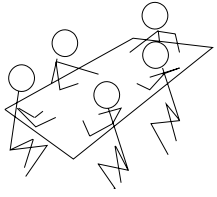
**Please put an X in 1 of the boxes to show whether or not you have included a copy of the chart with this questionnaire**



There <b>is</b> a copy of our organisational chart with this questionnaire	
--	--

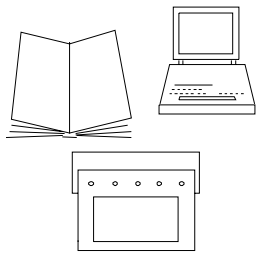


There <b>is not</b> a copy of our organisational chart with this questionnaire	
--	--



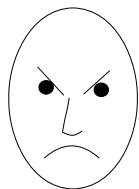
**5. Please describe who is on the committee for clinical governance for services for people with learning disabilities . Please tell us if there is anyone on the committee with a learning disability or who is a family member, carer or an independent advocate**

**Clinical governance** – this is how all NHS organisations make sure services are working well, getting better and giving good standards of care.



**6. What information has been given to the board about services for people with learning disabilities in the last year? Please tell us how often the board gets this information.**

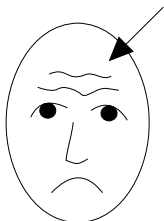
**Please say how many in your organisation as a whole and how many to do with learning disability services**



complaints

organisation

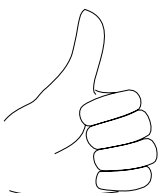
learning disability



things that have happened (incidents)

organisation

learning disability



the quality of the service

organisation

learning disability



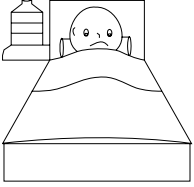
how well the service is working

organisation

learning disability



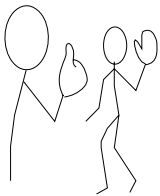
## More about information for the board



how many staff have been off work sick

organisation

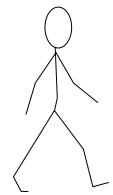
learning disability



how many staff have left or joined the service

organisation

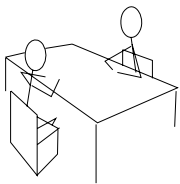
learning disability



when an agency has been used

organisation

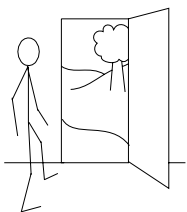
learning disability



interviews that have happened when staff leave (exit interviews)

organisation

learning disability

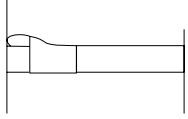


users of services that have left or joined the service

organisation

learning disability

## More about information for the board



how many bed spaces are being used

organisation

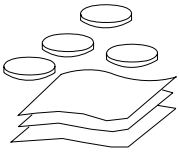
learning disability



how plans to do with Valuing People are getting on

organisation

learning disability



money

organisation

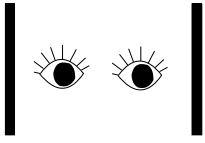
learning disability



other information

organisation

learning disability

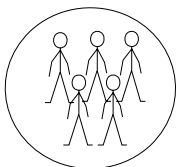
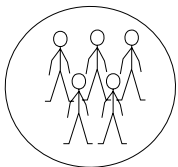


**7. What things are you doing to check services for people with learning disabilities and make sure they are working well?**



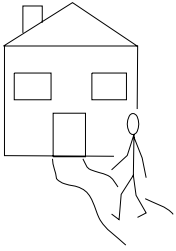
**8. How do you make sure that your organisation meets the standards talked about in some guidelines called No Secrets?**

These guidelines talk about how to keep adults with a learning disability safe from getting hurt or being treated badly (being abused)



**9. What links do the board or senior managers have with other organisations?**

**For example, your Partnership Board and local authority?**



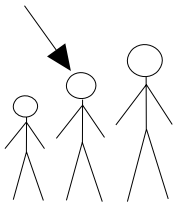
**10. How many of your services for people with learning disabilities have been visited by a director in the last year? Please give this number as a percentage.**

number

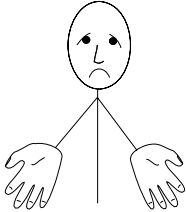
**What changes have been made as a result of these visits?**



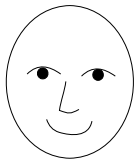
**11. How many different services for people with learning disabilities do you have?**



**12. Questions for services that give care to young people (12 to 19 years old)**



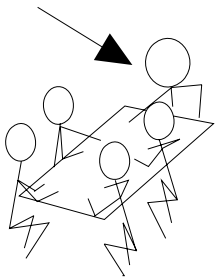
Does your strategy for learning disabilities talk about and aim to meet the needs of young people?



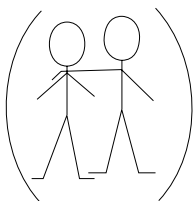
Yes



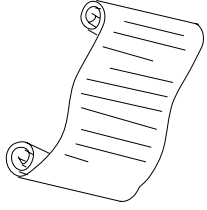
No



What is the name of the person on the board who is the main person in charge of services for young people?  
Please describe the experience and skills to do with their job that they have



How do you make sure that your organisation meets the standards talked about in the Government guidelines called **Working Together to Safeguard Children (2006)**?



How is your service working to meet the standards talked about in some documents called the **National Service Framework for Children, Young People and Maternity Services?**

These are standard **4** about Growing Up and standard **8** about Disabled Children. This would link to the standard called M1 in independent healthcare (private and voluntary)