



The **Regulation** and  
**Quality Improvement**  
**Authority**

**Somerton Private Nursing Home**

**77 Somerton Road, Belfast  
BT15 4DE**

**Follow Up Inspection – Enforcement Monitoring**

**5 August 2014**

## **1. GENERAL INFORMATION**

- 1.1 Name of Home:** Somerton Private Nursing Home
- 1.2 Address:** 77 Somerton Road, Belfast, BT15 4DE
- 1.3 Telephone No:** 028 90776786
- 1.4 Fax No:** 028 90776786
- 1.5 Email:** somertonnursing@btconnect.com
- 1.6 Name of Person(s)/Partnership / Organisation Registered to Carry on the Home:**
- Mr Henry Enda McCambridge  
Mr Paul Henry McCambridge
- 1.7 Name of Person Registered to Manage the Home:**
- Ms Lynda Burton
- 1.8 Type of Home:** Nursing Home
- 1.9 Registration Status and Legislative Framework**

Somerton Private Nursing Home is registered as a nursing home and provides nursing care and accommodation for a maximum of 26 persons.

The home's registration number is 1296 and the home is registered in accordance with the following:

- The Health and Personal Social Services (Quality, Improvement and Regulation) (Northern Ireland) Order 2003
- The Regulation and Improvement Authority (Registration) Regulations (Northern Ireland) 2005
- The Nursing Homes Regulations (Northern Ireland) 2005
- The Department of Health, Social Services and Public Safety's (DHSSPS) Nursing Homes Minimum Standards (2008)

## 1.10 Inspection details

**a) Type of Inspection:**

Follow up inspection – Enforcement Monitoring

**b) Date and Time of Inspection:**

5 August 2014  
10:00 – 11:15

**c) Home Representatives:**

Mr Paul Henry McCambridge (Registered Person)  
Ms Lynda Burton (Registered Manager)

**d) Name of Inspector:**

Briege Ferris  
Finance Inspector

## 2. BACKGROUND

Somerton Private Nursing Home is situated on the Somerton Road. It is set in secluded surroundings with mature gardens and is within walking distance of local amenities on the Antrim Road in north Belfast

The nursing home is owned by Mr Henry Enda McCambridge and Mr Paul McCambridge has responsibility for the general management of the home.

The current registered manager is Ms Lynda Burton.

An announced inspection of the service was undertaken on 15 April 2014 and during the inspection a number of concerning matters arose relating to how the registered persons and/or their representatives were managing money and property belonging to patients.

The registered persons were invited to a meeting with RQIA on 29 May 2014, to discuss the serious concerns arising from the finance inspection. Following this meeting, the registered persons were issued with three notices of failure to comply with the regulations.

This follow up inspection was undertaken in order to evaluate compliance with the matters documented in the following Failure to Comply Notices:

- FTC/NH/1296/01/2014-15
- FTC/NH/1296/02/2014-15 and
- FTC/NH/1296/03/2014-15.

The inspector met with Mr Paul McCambridge and Ms Lynda Burton at the home, on 5 August 2014, in order to discuss the actions taken in order to achieve compliance with the above notices.

### **3. FINDINGS IN RELATION TO THE FAILURE TO COMPLY NOTICE**

**FTC/NH/1296/01/2014-15**

#### **The Nursing Homes Regulations (Northern Ireland) 2005 Regulation 14 (4)**

The registered person shall make arrangements, by training staff or by other measures, to prevent patients being harmed or suffering abuse or being placed at risk of harm or abuse.

#### **Action Required to Comply with Regulations:**

The registered person is required to ensure that when patients' money lodged with the registered persons for safekeeping is used to make purchases, the purchases are verified and receipts are obtained or copied for the patient's records.

The registered person must implement a policy and procedure addressing the safeguarding of patient's money and valuables, which will support compliance with the regulations.

All staff engaged in any tasks involving patients' money and valuables must be trained on implementation of the new policy and procedure.

#### **Inspection Findings:**

The inspector examined a sample of the financial ledgers for service users and noted that small purchases had been made by representatives of the home on behalf of service users. The inspector noted that the receipts for these purchases were retained with the records.

The inspector was provided with a copy of the home's policy and procedure on residents' finances. The inspector noted that the policy clearly detailed the arrangements in place at home level to appropriately safeguard service users' money and property.

The inspector enquired as to the process of training the relevant staff on the policy and procedure. Mr McCambridge advised that no formal training had occurred addressing the policy and procedure, however the relevant staff that were impacted by the policy and procedure were updated as and when they were on duty.

The inspector spoke with one member of staff who is impacted by the policy and procedure. The staff member explained how to appropriately record the receipt of money lodged for safekeeping by relatives of service users. When shown the policy and procedure by the inspector, the staff member advised that they had not seen it before and they had not received any training on service users' money and valuables.

#### **4. FINDINGS IN RELATION TO THE FAILURE TO COMPLY NOTICE**

**FTC/NH/1296/02/2014-15**

##### **The Nursing Homes Regulations (Northern Ireland) 2005 Regulation 18 (2)**

The registered person shall having regard to the size of the nursing home and the number and needs of patients –

- (c) provide in rooms occupied by patients adequate furniture, bedding and other furnishings, including curtains and floor coverings, and equipment suitable to the needs of patients and screens where necessary;

##### **Action Required to Comply with Regulations:**

The registered person must ensure that any items of furniture, bedding, and other furnishings (including curtains and floor coverings) and equipment suitable to the needs of the patients are provided by the home.

The record of previous purchases of any items specified in Regulation 18 (2) (c) must be examined and the cost of these items to the patients identified. Records relating to purchases made on behalf of patients who are no longer residing in the home must also be included.

The examination of the records must cover the period from at least six years prior to the date of the last patients' bank account statement.

The registered persons must submit to RQIA an acceptable proposal for making repayments of any inappropriate charges to patients. The registered persons must agree a timescale with RQIA for making any such repayments to patients.

##### **Inspection Findings:**

Prior to the inspection of 5 August 2014, the inspector was provided with the repayment proposal in respect of charges inappropriately made to service users.

On 5 August 2014, the inspector was provided with records which established that the relevant amounts as detailed on the repayment proposal had been repaid to the service users or their representatives. Mr McCambridge confirmed that one repayment to a former service user was outstanding as it had not been possible to establish contact with the next of kin of the relevant service user. Mr McCambridge provided the inspector with correspondence which confirmed that Mr McCambridge had attempted to contact the service user's next of kin and the service user's previous HSC Trust care manager, but had not received a response from either.

Progress on the final repayment will be assessed in a subsequent inspection of the home.

## 5. FINDINGS IN RELATION TO THE FAILURE TO COMPLY NOTICE

FTC/NH/1296/03/2014-15

### The Nursing Homes Regulations (Northern Ireland) 2005

#### Regulation 19 (2)

The registered person shall maintain in the nursing home the records specified in Schedule 4.

##### Schedule 4 (9)

A record of all money or other valuables deposited by a patient for safekeeping or received on the patient's behalf, which –

- (a) shall state the date on which the money or valuables were deposited or received, the date on which any money or valuables were returned to a patient or used, at the request of the patient, on his behalf and, where applicable, the purpose for which the money or valuables were used; and
- (b) shall include the written acknowledgement of the return of the money or valuables.

##### Schedule 4 (10)

A record of furniture and personal possessions brought by a patient into the room occupied by him.

#### **Action Required to Comply with Regulations:**

The registered person is required to ensure that:

Records of cash or possessions deposited for safekeeping reflect the date cash or possessions are deposited and should be signed by two persons. When cash or possessions are returned to the patient or their representative, the record is updated with the date the cash or possessions are returned and includes two signatures to verify the return of the items. A reconciliation of the cash or possessions held within the safe place is performed, evidenced and recorded with the date and signatures of two persons at least quarterly. An initial reconciliation is to be performed, evidenced and recorded before 5 August 2014.

A reconciliation of the pooled patients' bank account is performed, evidenced and recorded with the date and signatures of two persons at least quarterly. An initial reconciliation is to be performed, evidenced and recorded before 5 August 2014.

A standard financial ledger format is used to clearly and accurately detail transaction for patients. This format captures the following information each time an entry is made on the ledger: the date; a description of the entry; whether the entry is a lodgement or a withdrawal, the amount; the running balance of the patient's cash total held and the signatures of two persons to verify the entry in the ledger.

When cash or cheques are deposited for safekeeping in the home, there are records (e.g.: a duplicate receipt book) which confirm the date, details and the amount of cash or cheque deposited, signed by two persons.

An up to date inventory is maintained of furniture and personal possessions brought into the home by all newly admitted patients.

A retrospective record is made of the furniture and personal possessions owned by existing patients accommodated in the home. All inventory records are updated on a regular basis. Any entry, whether an addition or disposal, is dated and signed by two members of staff at the time of the entry.

The registered person must implement a policy and procedure addressing the safeguarding of patient's money and valuables, which will support compliance with the regulations.

All staff engaged in any tasks involving patients' money and valuables must be trained on the implementation of the new policy and procedure.

### **Inspection Findings:**

The inspector was provided with a copy of the safe record which reflected that more than one reconciliation of the items deposited for safekeeping had been performed. The inspector also noted that a regular written reconciliation of the pooled service users' bank account had taken place, which was signed by two persons and provided evidence from the bank account of the balance held therein.

The inspector reviewed a sample of the financial ledgers retained for service users and noted that for each transaction, these reflected: the date, the details of the transaction, the relevant amount, the running balance and the signatures of two persons. The inspector also traced a sample of cash lodgements to the receipt books used by staff to record these details. The inspector noted that the receipts reflected the date, the name of the service user, the amount of cash lodged and the signatures of two persons.

The inspector also reviewed the records of inventory/property recorded on behalf of each service user. The inspector noted that the relevant details were recorded including the signatures of two persons. The inspector noted that the policy and procedure reflects that the records of service users' property should be updated at regular intervals.

The inspector noted Mr McCambridge's earlier statements that there had not been any formal training for staff on the policy and procedure on residents' finances.



**Conclusion:**

The inspector noted that a significant amount of work had been done in order to achieve compliance with the relevant regulations as set out in the failure to comply notices.

The inspector stated that all of the actions necessary to comply with failure to comply notice FTC/NH/1296/02/2014-15 had been taken by the registered persons.

Failure to comply notices FTC/NH/1296/01/2014-15 and FTC/NH/1296/03/2014-15 required that the registered persons ensure that all staff engaged in any tasks involving patients' money and valuables must be trained on the implementation of the new policy and procedure. Discussions with Mr McCambridge and Ms Burton established that there had not been any formal, recorded training for the relevant staff on the policy and procedure on residents' finances.

In accordance with RQIA's Enforcement Policy and Procedure, two further notices of failure to comply with regulations were issued on 7 August 2014. The references for these notices are FTC/NH/1296/01/2014-15 (E) and FTC/NH/1296/03/2014-15 (E).

The timescale for compliance has been extended by a further 30 days to 5 September 2014, at which point a further inspection will be undertaken.

The inspector will continue to monitor the home's compliance with these Regulations and the home is required to ensure continued compliance with legislative requirements and minimum standards.

Enquiries relating to this report should be addressed to:

**Briege Ferris  
The Regulation and Quality Improvement Authority  
9th Floor  
Riverside Tower  
5 Lanyon Place  
Belfast  
BT1 3BT**



No requirements or recommendations resulted from the follow up inspection - enforcement monitoring - of **Somerton Private Nursing Home** which was undertaken on **5 August 2014** and I agree with the content of the report.

Please provide any additional comments or observations you may wish to make below:

SIGNED: *H McCambridge*

NAME: *HENRY McCAMBRIDGE*  
Registered Provider

DATE *11-9-14*

SIGNED: *Buzton*

NAME: *Lynna Buzton*  
Registered Manager

DATE *11/9/14*

Approved by:	Date
<u><i>[Signature]</i></u>	<u><i>12/9/14</i></u>