

**Priority 7 - Improve the quality of health outcomes in Education, Health and Care plans**

Key actions to address the area of development	Success measures	How will we deliver on this? Individual milestones	Date to be completed by	Owner of the action	Progress Update	Rag
7.1 Develop a task and finish group for EHC plans	100% of new EHCPs will meet the required standards that have been locally agreed	1. Ensure appropriate representation including CCG, providers, LA, CYP, parents and carers and families, SENCO	Completed	Chair P. Hayes-Bowers/ Deputy Chair C.Fines	Representation agreed, TOR agreed and bi-weekly meetings set up	
		2. Develop terms of reference with roles, responsibilities and accountability	Completed	EHCP T&F group	Chair P. Hayes-Bowers/ Deputy Chair C.Fines.	
		3. Define and agree performance metrics/ success measures for individual actions	3m	EHCP T&F group	Work in progress for new EHCP process, training package and ongoing quality assurance	
7.2 Review current EHCP processes and pathways with health and social care, to ensure EHCPs are co-produced with children and young people and are owned by all	New process implemented	1. New process set up by PCFT to ensure school nursing and therapy input into all new plans, with a system of reminders to be implemented for those coming up to review	Completed	EHCP T&F group	New process completed for notifying school nurse of all assessments, process for CCNT, health visitors, and therapies is in progress. Process is being monitored through EHCP task and finish group	
	New whole system process developed following mapping event	2. Whole system workshop to process map current pathways and processes and determine where improvements or changes are required	Completed	EHCP T&F group	Event delivered on the 10th September with over 50 attendees. SWOT analysis completed of the current process, outcomes fed into the EHCP task and finish group	
	Schools will feedback that the process is improving and any learning fed into a continuous improvement program	3. Ensure schools are fully involved in the improvement process and their feedback sought to inform progress and effectiveness of the improvement programme	6m	EHCP T&F group	School representatives attended the EHCP process event which ensured their experience has been fed into the quality improvement plans-Andy to be the link into the schools going forward for further communication	
	By April 2020 a pathway audit and scrutiny will demonstrate pathway change. A monthly audit of 12 cases (3 pre, 3 primary, 3 secondary and 3 post 16y) will be carried out	4. Roll out of new pathway and processes across the system	12m	EHCP T&F group	QA process described. Priority groups identified: LAC, transaction, new plans and annual reviews. Plans are in place and process to start is imminent and is being developed by the EHCP sub group	
7.3 Identification of training needs for all system HCP's to assess current level of knowledge and understanding	Identification of training needs and appropriate packages produced	1. PCFT/PAHT to complete a combined training needs analysis	3m	EHCP T&F group	Kay France identified to lead a sub group to identify training needs	
	90% of identified cohort to have completed training at agreed review point	2. Identify appropriate training programme needed, scope out who can deliver this, structure of sessions, frequency and develop a high quality training plan	3m	EHCP T&F group	We are looking at co-produced training packages / all stakeholders being involved in the selection of the training packages	
	Training packages to be included as part of induction process for new starters. 90% compliance with training will be achieved. An audit of training will show that EHCPs are successful in effecting the outcome for the child	3. Commitment from PCFT/PAHT system leaders to deliver on the training packages and for this to be incorporated into CPD's	3m	EHCP T&F group	Commitment given from all senior leaders, to be kept updated once packages identified	
7.4 Develop standards for EHCPs which all practitioners work to including specialist teams in social care	Audit completed with a robust plan for next steps	1. identify resource and complete audit of circa 1600 EHCP currently in the system, to identify numbers that will require health and/or social care input	Completed	EHCP T&F group	Audit of 49% plan has been completed. Report prepared by SM. Learning identified. Remedial action plan written. Audit report in action log for the EHCP T&F group	
	100% of CYP will have plans that	2. Identify actions following the audit to ensure EHCPs are reviewed and updated	Completed	EHCP T&F group	A process for dip sample audits is currently being developed.	

Teams i.e. social care safeguarding; specialist health visitors, special school nursing services, children's nursing team, and quality assure the practices with the production of EHCPs	100% of CYP will have plans that have the required standards	3. Standards & Principles to be developed to benchmark EHCP against required standards	3m	EHCP T&F group	Interim officer in post with experience of improvement in SEND	
	Quality assurance tool developed	4. Develop a quality assurance tool and a process in order to sample audits to ensure compliance going forwards both internally and through PCFT/PAHT	Completed	EHCP panel	Audit tool template developed, ongoing conversations around the principles and standards for these to be applied to	
	By end August appropriate quality assurance will ensure EHC plans will be improved to the required standard ensuring that the plans effective the outcomes for the child	5. Identify a Bury representative to attend the North West Health of SEND meetings	Completed	SEND Steering group	Kay France or Petra Hayes-Bowers to attend	
		6. Review current CCG QA resource to determine if additional capacity is required	Completed	C.Jackson	Identified	
7.5. Consider technology to support	Supporting digital tools identified	1. Scope out digital tools of EHCP management software	3m	EHCP T&F group	LA module identified	
7.6 Scope out best practice nationally and regionally for learning	By the end of September best practice will be implemented so that all new EHC plans represent the needs of the CYP and the plans effective the outcomes for the child	1. Meet with other areas such as Salford, St Helens and others and consider applications for Bury	3m	EHCP T&F group	LA SEN team have arranged meetings with Bolton, Rochdale and other areas to share best practice	