

## Willow Ward

Self Review



### Ward Managers Audit (New) Inspection Report

Submitted: Tue 29th September 2026, 5:12pm



[I/S]

Ward Manager

[I/S]

100.0%

#### Key findings



0

Resolved



0

New



0

Repeat

#### Escalations

100.0%

Are there any outstanding actions from the 'Clear to Care' Audits?

No

Updated by [I/S] | 29 Sep 2026, 16:54

Is there evidence to show that shift leads have used the Clear to Care audit tool for the shift handover of the ward environment?

Yes

Updated by [I/S] | 29 Sep 2026, 16:54

Are there any issues that are required from the 'Person-Centred' audit that require escalating?

No

Updated by [I/S] | 29 Sep 2026, 16:54

Has a medical emergency simulation been carried out within the last 3 months? (If not, a medical emergency simulation must be carried out as a matter of urgency)

Yes

Updated by [I/S] | 29 Sep 2026, 16:54

### Staffing

100.0%

Has Health Roster been completed for the next 4 weeks?

Yes

Updated by [I/S] | 29 Sep 2026, 16:55

Have there been any new starters on the ward within the last 4 weeks?

Yes

Updated by [I/S] | 29 Sep 2026, 16:55

If Yes; have they had the following: Corporate Induction?

Yes

Updated by [I/S] | 29 Sep 2026, 16:55

If Yes; have they had the following: Local Induction?

Yes

Updated by [I/S] | 29 Sep 2026, 16:55

If Yes; have they had the following: A preceptor allocated?

N/A

Updated by [I/S] | 29 Sep 2026, 16:55

If Yes; have they had the following: A supervisor allocated ?

Yes

Updated by [I/S] | 29 Sep 2026, 16:55

If Yes; have they had the following: Training days allocated on Healthroster ?

Yes

Updated by [I/S] | 29 Sep 2026, 16:55

Have any newly qualified staff started on the ward within the last 4 weeks?

No

Updated by [I/S] | 29 Sep 2026, 16:55

Are there any students on the ward today?

No

Updated by [I/S] | 29 Sep 2026, 16:55

If Yes; do you know what actions have been taken/progress to date?

N/A

Updated by [I/S] | 29 Sep 2026, 16:55

Has every member of staff on the ward today got a working personal alarm. Swipe cards, keys allocated as appropriate?

Yes

Updated by [I/S] | 29 Sep 2026, 16:55

Have body-worn cameras been allocated to the relevant staff?

Yes

Updated by [I/S] | 29 Sep 2026, 16:55

Has the LIO/Oxevision Competency Checklist on SOPHIA been checked to ensure that all staff on shift are compliant?

Yes

Updated by [I/S] | 29 Sep 2026, 16:55

### Environment & Equipment

100.0%

Is the ligature wallet in place as per policy?

Yes

Updated by [I/S] | 29 Sep 2026, 16:56

Is the ligature pouch in place as per policy?

Yes

Updated by [I/S] | 29 Sep 2026, 16:56

|                                                                                          |            |
|------------------------------------------------------------------------------------------|------------|
| Does the Ligature Pouch contain: All ligature cutters?                                   | <b>Yes</b> |
| Updated by <span>[I/S]</span>   29 Sep 2026, 16:56                                       |            |
| Are the ligature cutters ready to use?                                                   | <b>Yes</b> |
| Updated by <span>[I/S]</span>   29 Sep 2026, 16:56                                       |            |
| Pick 3 pieces of equipment; are they ready to use-<br>Equipment piece 1?                 | <b>Yes</b> |
| Updated by <span>[I/S]</span>   29 Sep 2026, 16:56                                       |            |
| Pick 3 pieces of equipment; are they ready to use-<br>Equipment piece 2?                 | <b>Yes</b> |
| Updated by <span>[I/S]</span>   29 Sep 2026, 16:56                                       |            |
| Pick 3 pieces of equipment; are they ready to use-<br>Equipment piece 3?                 | <b>Yes</b> |
| Updated by <span>[I/S]</span>   29 Sep 2026, 16:56                                       |            |
| Are Glucose/Ketone meters, docks and carry cases<br>visibly clean and ready for use?     | <b>Yes</b> |
| Updated by <span>[I/S]</span>   29 Sep 2026, 16:56                                       |            |
| Have the glucose/ketone meter strip pots and control<br>bottles been dated upon opening? | <b>Yes</b> |
| Updated by <span>[I/S]</span>   29 Sep 2026, 16:56                                       |            |
| Is the hypo box clean?                                                                   | <b>Yes</b> |
| Updated by <span>[I/S]</span>   29 Sep 2026, 16:56                                       |            |
| Are the hypo box's contents in date?                                                     | <b>Yes</b> |
| Updated by <span>[I/S]</span>   29 Sep 2026, 16:57                                       |            |
| Is the Clinell sticker attached to the hypo box?                                         | <b>Yes</b> |

Updated by [I/S] | 29 Sep 2026, 16:57

Are there a sufficient number of LIO tablets for the ward today?

Yes

Updated by [I/S] | 29 Sep 2026, 16:58

Are they all charged or on charge?

Yes

Updated by [I/S] | 29 Sep 2026, 16:58

Is there information/notice by the exit door on how to leave the ward?

Yes

Updated by [I/S] | 29 Sep 2026, 16:58

Is a current and valid bed rail assessment in place for every bed (where applicable)?

N/A

Updated by [I/S] | 29 Sep 2026, 16:58

### Sluice & Clinic Room

100.0%

Is there a sluice room on the ward?

No

Updated by [I/S] | 29 Sep 2026, 16:58

Have any issues been raised on the Clear to Care audits in relation to the Clinic Room?

No

Updated by [I/S] | 29 Sep 2026, 16:58

Is the Clinic Room clean and free from clutter?

Yes

Updated by [I/S] | 29 Sep 2026, 16:58

### Temperature Monitoring

100.0%

Has the clinic room temperature been checked every working day?

Yes

Updated by [I/S] | 29 Sep 2026, 16:58

Has the medicines fridge temperature been checked every working day?

Yes

Updated by [I/S] | 29 Sep 2026, 16:58

Has the medicines fridge been checked to see if it needs defrosting?

Yes

Updated by [I/S] | 29 Sep 2026, 16:58

If needed, has the medicines fridge been defrosted within the last month?

N/A

Updated by [I/S] | 29 Sep 2026, 16:59

If the medicines fridge has been defrosted within the last month, please state date defrosted.

**we do not have fridge that need defrost**

Updated by [I/S] | 29 Sep 2026, 17:03

Have any actions been required due to the temperature being out of range?

Yes

Updated by [I/S] | 29 Sep 2026, 17:03

If actions have been required have these been escalated/completed?

Yes

Updated by [I/S] | 29 Sep 2026, 17:04

When was the medicines fridge last serviced?

**may 2026**

Updated by [I/S] | 29 Sep 2026, 17:00

**Patients**

**100.0%**

Check a patient room – Is the patient’s room free from hazards?

Yes

Updated by [I/S] | 29 Sep 2026, 17:00

In the last 4 weeks have you received any patient complaints?

No

Updated by [I/S] | 29 Sep 2026, 17:10

Is there clear documentation to inform staff of the current observation level for all patients; this includes details of any changes to patients’ observation levels and relevant risk factors?

Yes

Updated by [I/S] | 29 Sep 2026, 17:00

### Speak With Staff/Students

100.0%

Ask one staff member about staffing levels and what action is being taking? Are you assured by their response?

Yes

Updated by [I/S] | 29 Sep 2026, 17:01

Ask one staff member are they able to locate the Culture of Learning Folder?

Yes

Updated by [I/S] | 29 Sep 2026, 17:01

Can they name 3 lessons relevant to ward from the folder?

Yes

Updated by [I/S] | 29 Sep 2026, 17:01

Ask a student do they know how to escalate any concerns? Are you assured by their response?

N/A

Updated by [I/S] | 29 Sep 2026, 17:01

Ask a member of staff – do they know how to operate the oxygen supply. Are you assured by their response?

Yes

Updated by [I/S] | 29 Sep 2026, 17:02

Ask an agency or bank nurse have they received their local induction? Have they any feedback - positive/negative?

N/A

Updated by [I/S] | 29 Sep 2026, 17:02

### 3 Staff Concerns

100.0%

Have you raised any concerns to your line manager within the last 4 weeks?

100.0%

1

Yes

Updated by [I/S] | 29 Sep 2026, 17:12

2

Yes

Updated by [I/S] | 29 Sep 2026, 17:12

3

Yes

Updated by [I/S] | 29 Sep 2026, 17:12

Do you feel your concerns have/are being addressed?

100.0%

1

Yes

Updated by [I/S] | 29 Sep 2026, 17:12

2

Yes

Updated by [I/S] | 29 Sep 2026, 17:12

3

Yes

Updated by [I/S] | 29 Sep 2026, 17:12

### 2 Incidents

100.0%

Are incidents discussed in team meetings?

100.0%

1

Yes

Updated by [I/S] | 29 Sep 2026, 17:11

2

Yes

Updated by [I/S] | 29 Sep 2026, 17:11

Can they correctly tell you the top 3 incident themes for the past month for this ward?

100.0%

1

Yes

Updated by [I/S] | 29 Sep 2026, 17:11

2

Yes

Updated by [I/S] | 29 Sep 2026, 17:11

Can they explain the management plan for the incidents?

100.0%

1

Yes

Updated by [I/S] | 29 Sep 2026, 17:12

2

Yes

Updated by [I/S] | 29 Sep 2026, 17:11

3

**Speak with the Patients**

100.0%

Do they know the name of their named nurse?

100.0%

1

Yes

Updated by [I/S] | 29 Sep 2026, 17:11

2

Yes

Updated by [I/S] | 29 Sep 2026, 17:11

3

Yes

Updated by [I/S] | 29 Sep 2026, 17:11

Do they know what is the role of the named nurse?

100.0%

1

Yes

Updated by [I/S] | 29 Sep 2026, 17:11

2

Yes

Updated by [I/S] | 29 Sep 2026, 17:11

3

Yes

Updated by [I/S] | 29 Sep 2026, 17:11

Do they have regular 1:1 engagement with staff?

100.0%

1

Yes

Updated by [I/S] | 29 Sep 2026, 17:11

2

Yes

Updated by [I/S] | 29 Sep 2026, 17:11

3

Yes

Updated by [I/S] | 29 Sep 2026, 17:11