

Appendix 1

‘Stop the Clock’ practice development sessions for teams

Stop the Clock sessions have been designed to support practitioners to fulfil the requirements of their role. The purpose of the sessions is to:

- develop practitioners’ confidence, skills and knowledge
- make clear expectations placed on staff
- help to ensure compliance with legal and policy requirements
- improve consistency across and between teams
- improve use of tools provided, including practice guidance and recording templates

These will take place regularly, focussing each time on a topic relevant to social care practice. Stop the Clock sessions will take place in teams, facilitated by Advanced Practitioners and attended by the team members (identified roles rather than individuals) for whom the particular topic is a priority. Sessions will be 90 minutes in length and take place bi-monthly, i.e. six sessions per year.

Several topics have been identified¹ which will form the initial programme, and other topics will be added over time:

1. Direct payments and role of WCIL
2. Presumption of capacity and when to do a capacity assessment
3. Defining the decision – capacity assessments
4. Involving the person and family in capacity assessments & best interests decision making
5. Care Act assessments – professional curiosity and being proportionate, respite
6. Value for money
7. Building estimated personal budgets
8. Risk assessments
9. Dispute resolution

The Principal Social Worker and Principal Occupational Therapist working with the Head of Service for Ongoing Support will provide a briefing for each session in advance. This will include:

- Brief introduction, including why this topic for a Stop the Clock session
- reference to relevant parts of the practice guidance;
- Questions to promote exploration of minimum requirements, good practice and new ideas.

The facilitator will be asked to feedback three points to PSW and POT. These can be ideas, suggestions, questions or requests that will contribute to improvements in practice.

¹ From Safeguarding Adults Reviews, complaints, Local Government Ombudsman reports and other sources