7 MINUTE BRIEFING Adult Protection – SWIFT Usage



Questions to consider

How beneficial will it be if I do this?

How will records be interpreted?

Is this sustainable?

Further information

SWIFT guidance notes

Team Managers

Local ASP Champions

what to do

Every data user is responsible for ensuring the accuracy of data recorded and where it is recorded. Take time and demonstrate your skills by producing records which complement the efforts you have made in supporting your Client. Give them or their relative leaflets for reference for after you leave. Lastly tell the referrer the outcome.

Background

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We all work hard and are committed to the highest standards of public service. To work better we cannot work harder but we can work smarter

There are recurring issues with data recording on SWIFT.

Why it matters

The accurate recording of information is critical to evidence our performance.

This is measured in many ways and includes Key Performance Indicators (KPI). Data is extracted from SWIFT on a monthly basis and analysed as performance information.

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Findings

Scant detail on AP module
Misuse of Profile Notes
Data retrieval unreliable
Referrer not always updated

Information

Recurring issues include:
Initial manager discussion
Initial Referral Discussion
Consideration of Advocacy
Recordings of meetings
Categorisation of client
Risk assessment
Protection Plans
Outcomes