

# Annual Return 2022/2023

## Provider Information to be published

The following information relates to information CIW held about this provider and its associated services on the 31st March 2023.

This section has been completed for you. There are no actions to complete. This information displayed will be included in the published Annual Return.

Provider name:	Care 4 U (Neath) Limited	
The provider was registered on:	17/12/2018	
The following lists the provider conditions:	There are no imposed conditions associated to this provider	
The regulated services delivered by this provider were:	Caseys Lodge	
	Service Type	Care Home Service
	Type of Care	Adults Without Nursing
	Approval Date	17/12/2018
	Responsible Individual(s)	Mark Richards
	Manager(s)	Jason Simms
	Maximum number of places	8
	Service Conditions	There are no conditions associated to this service
	Bevans House	
	Service Type	Care Home Service
	Type of Care	Adults Without Nursing
	Approval Date	17/12/2018
	Responsible Individual(s)	Mark Richards
	Manager(s)	Nicholas Pittard
	Maximum number of places	6
	Service Conditions	There are no conditions associated to this service

## Training and Workforce Planning

Describe the arrangements in place during the last financial year for identifying, planning and meeting the training needs of staff employed by the service provider	At both homes there is a training matrix plan on the office walls. This is specifically around the needs of our Residents. We organise training face to face and we use e-learning online.
Describe the arrangements in place during the last financial year for the recruitment and retention of staff employed by the service provider	Staff retention is very good at both homes. There is a 2 week induction once employed and a six month probationary period. Regular supervisions are carried out by the Management team and an annual appraisal is an opportunity to get feedback from staff, and also for Management to give the staff feedback on their performance within their role.

## Service Profile

### Service Details

Name of Service	Bevans House
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Telephone Number	01639701320
What is/are the main language(s) through which your service is provided?	English Medium
Other languages used in the provision of the service	Welsh

#### Service Provision

##### People Supported

How many people in total did the service provide care and support to during the last financial year?	6
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##### Fees Charged

The minimum weekly fee payable during the last financial year?	1495
The maximum weekly fee payable during the last financial year?	2095

##### Complaints

What was the total number of formal complaints made during the last financial year?	0
Number of active complaints outstanding	0
Number of complaints upheld	0
Number of complaints partially upheld	0
Number of complaints not upheld	0
What arrangements were made for consulting people who use the service about the operation of the service during the last financial year?	Whenever we make alternatives to the operation of the service we will have 1-1 meetings with the residents to get their thoughts and opinions. We also consult with their friends, family and professionals involved in their lives. Not all our residents have mobile phones, those who do find out what is going on in the community by social media and emails (new sletter). We also get mail at the home informing us what events are coming up soon in the community like Cinema, circus and fairground.

##### Service Environment

How many bedrooms at the service are single rooms?	6
How many bedrooms at the service are shared rooms?	0
How many of the bedrooms have en-suite facilities?	6
How many bathrooms have assisted bathing facilities?	0
How many communal lounges at the service?	2
How many dining rooms at the service?	1
Provide details of any outside space to which the residents have access	At the rear of the home there is a patio area with table and chairs and gazebo. There are two large garden sheds where residents store bicycles and outdoor equipment.
Provide details of any other facilities to which the residents have access	The residents have access to all of the ground floor rooms. There is a conservatory which is the smoking room. Living room with TV and DVD player. Large Kitchen/Diner and a large laundry room.

##### Communicating with people who use the service

Identify any non-verbal communication methods used in the provision of the service	
Picture Exchange Communication System (PECS)	No

Treatment and Education of Autistic and related Communication-handicapped Children (TEACCH)	No
Makaton	No
British Sign Language (BSL)	No
Other	No

Statement of Compliance

The Responsible Individual must prepare the statement of compliance.

CIW have published [guidance](#) on completing the quality of care review which provides advice on what could be contained within the statement of compliance.

Set out your statement of compliance in respect to the four well-being areas below.

The extent to which people feel their voices are heard, they have choice about their care and support, and opportunities are made available to them.	On a daily basis every morning our residents are consulted about what they would like to do that day. Unless an activity is already planned. Some may need assistance from staff making some suggestions to help them decide. Most of our residents are involved with creating and the ongoing reviews of their Care Plans. The reviews are usually 3 monthly, however they can be updated at any point if required. For those residents who have difficulty in being part of their Care Plans then a representative, friend, family member or professional will take part on their behalf.
The extent to which people are happy and supported to maintain their ongoing health, development and overall wellbeing. For children, this will also include intellectual, social and behavioural development.	As mentioned they have involvement in their care plans, all our residents complete monthly service user surveys, many of the questions are directed to find out if they are happy and supported in the ongoing health and the development in their overall wellbeing. We also annually send out Family, friends and professional questionnaires to be completed, this is another way to get feedback on the overall wellbeing.
The extent to which people feel safe and protected from abuse and neglect.	At Bevans house we have an excellent retention of staff who have worked there for many years who know our residents extremely well. They are skilled and trained in all safeguarding subjects. I have a great confidence in them recognising any form of abuse and neglect. This is also covered in the residents monthly survey. The residents who are subject to DoLS are appointed relevant persons representatives who act as advocates for our residents.
The extent to which people live in accommodation that best supports their wellbeing and achievement of their personal outcomes.	When a resident comes to Bevans House they are offered the opportunity to be involved in creating their own care plan. This is where we have the opportunity in creating personal goals. We often break the ultimate goal into smaller achievable and realistic goals with the plan to achieve the ultimate goal. For those who have difficulty with being involved in their care plans, then a suitable representative will act on their behalf, this can be a friend, family member or a professional involved with their care needs. All our residents have review meetings where these goals are discussed and the progress discussed and minuted.

The following section requires you to answer questions about the staff and volunteers working at the service.

Number of posts and staff turnover

The total number of full time equivalent posts at the service (as at 31 March)	10
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The following section requires you to answer questions about each staff type including information about the number of filled and vacant posts, the training undertaken, the contractual arrangements in place and the qualifications of those staff.

The information entered should relate to the period during which the staff member has been working for the provider only.

Staff Type	Service Manager	
	Does your service structure include roles of this type?	Yes
	<p>Important: All questions in this section relate specifically to this role type only. Unless otherwise stated, the information added should be the position as of the 31st March of the last financial year.</p>	
	Filled and vacant posts	
	No. of staff in post	2
	No. of posts vacant	0
	<p>Training undertaken during the last financial year for this role type.</p> <p>Set out the number of staff who undertook relevant training. The list of training categories provided is only a sample of the training that may have been undertaken. Any training not listed can be added to 'Please outline any additional training undertaken pertinent for this role which is not outlined above'.</p>	
	Induction	2
	Health & Safety	2
	Equality, Diversity & Human Rights	2
	Infection, prevention & control	2
	Manual Handling	2
	Safeguarding	2
	Medicine management	2
	Dementia	2
	Positive Behaviour Management	2
	Food Hygiene	1
	Please outline any additional training undertaken pertinent to this role which is not outlined above.	<p>Safeguarding Adults Mental Capacity act Preventing Slips Trips and and falls in the workplace. Confidentiality Safe handling of medication administering Challenging Behaviour Acquired Brain Injury First aid Fire Safety Coshh Deprivation of Liberties Safeguarding Epilepsy and rescue medication administration.</p>
	Contractual Arrangements	
	No. of permanent staff	10
No. of Fixed term contracted staff	0	
No. of volunteers	0	
No. of Agency/Bank staff	0	
No. of Non-guaranteed hours contract (zero hours) staff	0	
<p>Outline below the number of permanent and fixed term contact staff by hours worked per week.</p>		
No. of full-time staff (35 hours or more per week)	9	
No. of part-time staff (17-34 hours per week)	1	

No. of part-time staff (16 hours or under per week)	0
Staff Qualifications	
No. of staff who have the required qualification to be registered with Social Care Wales as a Service Manager	10
No. of staff working toward required/recommended qualification to be registered with Social Care Wales as a Service Manager	0
Deputy service manager	
Does your service structure include roles of this type?	No
Other supervisory staff	
Does your service structure include roles of this type?	No
Nursing care staff	
Does your service structure include roles of this type?	No
Registered nurses	
Does your service structure include roles of this type?	No
Senior social care workers providing direct care	
Does your service structure include roles of this type?	Yes
Important: All questions in this section relate specifically to this role type only. Unless otherwise stated, the information added should be the position as of the 31st March of the last financial year.	
Filled and vacant posts	
No. of staff in post	1
No. of posts vacant	0
Training undertaken during the last financial year for this role type. Set out the number of staff who undertook relevant training. The list of training categories provided is only a sample of the training that may have been undertaken. Any training not listed can be added to 'Please outline any additional training undertaken pertinent for this role which is not outlined above'.	
Induction	1
Health & Safety	1
Equality, Diversity & Human Rights	1
Infection, prevention & control	1
Manual Handling	1
Safeguarding	1
Medicine management	1
Dementia	1
Positive Behaviour Management	1
Food Hygiene	1

Please outline any additional training undertaken pertinent to this role which is not outlined above.	Safeguarding Adults Mental Capacity act Preventing Slips Trips and and falls in the workplace. Confidentiality Safe handling of medication administering Challenging Behaviour Acquired Brain Injury First aid Fire Safety Coshh Deprivation of Liberties Safeguarding Epilepsy and rescue medication administration.
<b>Contractual Arrangements</b>	
No. of permanent staff	1
No. of Fixed term contracted staff	0
No. of volunteers	0
No. of Agency/Bank staff	0
No. of Non-guaranteed hours contract (zero hours) staff	0
<b>Outline below the number of permanent and fixed term contact staff by hours worked per week.</b>	
No. of full-time staff (35 hours or more per week)	1
No. of part-time staff (17-34 hours per week)	0
No. of part-time staff (16 hours or under per week)	0
<b>Typical shift patterns in operation for employed staff</b>	
Set out the typical shift patterns of staff employed at the service in this role type. You should also include the average number of staff working in each shift.	Days 9am - 5pm Sleep Nights 5pm - 11pm (11pm - 7am Sleep) 7am - 9am
<b>Staff Qualifications</b>	
No. of staff who have the required qualification to be registered with Social Care Wales as a social care worker	1
No. of staff working towards the required/recommended qualification	0
Other social care workers providing direct care	
Does your service structure include roles of this type?	Yes
<b>Important: All questions in this section relate specifically to this role type only. Unless otherwise stated, the information added should be the position as of the 31st March of the last financial year.</b>	
<b>Filled and vacant posts</b>	
No. of staff in post	7
No. of posts vacant	0
<b>Training undertaken during the last financial year for this role type.</b>  Set out the number of staff who undertook relevant training. The list of training categories provided is only a sample of the training that may have been undertaken. Any training not listed can be added to 'Please outline any additional training undertaken pertinent for this role which is not outlined above'.	
Induction	1
Health & Safety	1

Equality, Diversity & Human Rights	1
Infection, prevention & control	1
Manual Handling	1
Safeguarding	1
Medicine management	1
Dementia	1
Positive Behaviour Management	1
Food Hygiene	1
Please outline any additional training undertaken pertinent to this role which is not outlined above.	Safeguarding Adults Mental Capacity act Preventing Slips Trips and and falls in the workplace. Confidentiality Safe handling of medication administering Challenging Behaviour Acquired Brain Injury First aid Fire Safety Coshh Deprivation of Liberties Safeguarding Epilepsy and rescue medication administration.
<b>Contractual Arrangements</b>	
No. of permanent staff	7
No. of Fixed term contracted staff	0
No. of volunteers	0
No. of Agency/Bank staff	0
No. of Non-guaranteed hours contract (zero hours) staff	0
<b>Outline below the number of permanent and fixed term contact staff by hours worked per week.</b>	
No. of full-time staff (35 hours or more per week)	6
No. of part-time staff (17-34 hours per week)	1
No. of part-time staff (16 hours or under per week)	0
<b>Typical shift patterns in operation for employed staff</b>	
Set out the typical shift patterns of staff employed at the service in this role type. You should also include the average number of staff working in each shift.	Days 9am - 5pm Sleep nights 5pm - 11pm (11pm - 7am Sleeping) 7 am - 9am
<b>Staff Qualifications</b>	
No. of staff who have the required qualification to be registered with Social Care Wales as a social care worker	6
No. of staff working towards the required/recommended qualification	1
<b>Domestic staff</b>	
Does your service structure include roles of this type?	No
<b>Catering staff</b>	
Does your service structure include roles of this type?	No
<b>Other types of staff</b>	

Does your service structure include any additional role types other than those already listed?	No
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#### Service Profile

##### Service Details

Name of Service	Caseys Lodge
Telephone Number	01685370200
What is/are the main language(s) through which your service is provided?	English Medium
Other languages used in the provision of the service	Welsh

#### Service Provision

##### People Supported

How many people in total did the service provide care and support to during the last financial year?	8
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##### Fees Charged

The minimum weekly fee payable during the last financial year?	1451.45
The maximum weekly fee payable during the last financial year?	2154.71

##### Complaints

What was the total number of formal complaints made during the last financial year?	0
Number of active complaints outstanding	0
Number of complaints upheld	0
Number of complaints partially upheld	0
Number of complaints not upheld	0
What arrangements were made for consulting people who use the service about the operation of the service during the last financial year?	<p>The residents have Monthly meetings with management where they complete forms relating to how safe they feel at the homes. One question is do they know how to make a formal complaint, to which they all answer yes and demonstrate how this is done.</p> <p>The residents at both homes know that they don't need to wait for the above opportunity as they see the management daily and can speak with them privately should they want.</p> <p>We also send out annually Family and Professionals quality questionnaire forms to complete this is also a way for Family or Professionals to give feedback or to make a complaint on behalf of the Resident using our service.</p> <p>All Residents have review meetings where complaints can be risen.</p>

##### Service Environment

How many bedrooms at the service are single rooms?	8
How many bedrooms at the service are shared rooms?	0
How many of the bedrooms have en-suite facilities?	8



How many bathrooms have assisted bathing facilities?	4
How many communal lounges at the service?	2
How many dining rooms at the service?	2
Provide details of any outside space to which the residents have access	There is a large garden at the rear of the home which provides two smoking areas and a large patio area with seating area to accommodate Barbecues and parties. There is also a washing line to dry clothes.
Provide details of any other facilities to which the residents have access	We have two reception rooms, one being a living room with a tv and dvd player. The other is the games room where we store all our board games, exercise bike and other relevant physio equipment s music stereo along with a 6 foot Pool/Snooker table which can be covered to turn into a dining table.

#### Communicating with people who use the service

Identify any non-verbal communication methods used in the provision of the service	
Picture Exchange Communication System (PECS)	Yes
Treatment and Education of Autistic and related Communication-handicapped Children (TEACCH)	No
Makaton	No
British Sign Language (BSL)	No
Other	Yes
List 'Other' forms of non-verbal communication used	Talking Mats

#### Statement of Compliance

<p>The Responsible Individual must prepare the statement of compliance.</p> <p>CIW have published <a href="#">guidance</a> on completing the quality of care review which provides advice on what could be contained within the statement of compliance.</p> <p>Set out your statement of compliance in respect to the four well-being areas below.</p>	
The extent to which people feel their voices are heard, they have choice about their care and support, and opportunities are made available to them.	Most of our residents are able to be involved in creating and reviewing their care plans. For those who can't we have a family member or a professional to agree on their behalf. As well as daily conversations with staff/management they complete a monthly service user survey where management support their opinions and ideas. We are always looking online and often get emails of what is going on in the community and offer these to the residents.
The extent to which people are happy and supported to maintain their ongoing health, development and overall wellbeing. For children, this will also include intellectual, social and behavioural development.	All our residents have been here for many years. It is felt that the staff team would identify signs if a resident felt unhappy with their ongoing health, development or wellbeing, however there is many people involved e.g advocates, family members and a Multi Disciplinary team of professionals who visit often. The responsible individual is a regular visitor to the home and completes a reg 73&74 where he sits with the residents and discusses all aspects of the care and support they receive.
The extent to which people feel safe and protected from abuse and neglect.	All our residents have Monthly service user meetings to complete which also covers safeguarding issues. They have a Multi disciplinary team involved in their ongoing care and support. We also have Review meetings where the topics will be covered and discussed and friends and family visit and would be sure, voice any concerns should they feel that their friend or loved one was experiencing any form of abuse or neglect.
The extent to which people live in accommodation that best supports their wellbeing and achievement of their personal outcomes.	All personal outcomes are agreed with the resident when creating their care plans or reviewing their development in their care plans. For those who are not involved in their care plans then a family member or professional would be appointed on their behalf. These can be daily outcomes or a longer term outcome. This is monitored by staff or therapists involved e.g Physiotherapist Occupational Therapist Speech and Language therapist to dietician.

The following section requires you to answer questions about the staff and volunteers working at the service.

Number of posts and staff turnover

The total number of full time equivalent posts at the service (as at 31 March)	4
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The following section requires you to answer questions about each staff type including information about the number of filled and vacant posts, the training undertaken, the contractual arrangements in place and the qualifications of those staff.

The information entered should relate to the period during which the staff member has been working for the provider only.

Staff Type	Service Manager	
	Does your service structure include roles of this type?	Yes
	Important: All questions in this section relate specifically to this role type only. Unless otherwise stated, the information added should be the position as of the 31st March of the last financial year.	
	Filled and vacant posts	
	No. of staff in post	1
	No. of posts vacant	0
	Training undertaken during the last financial year for this role type. Set out the number of staff who undertook relevant training. The list of training categories provided is only a sample of the training that may have been undertaken. Any training not listed can be added to 'Please outline any additional training undertaken pertinent for this role which is not outlined above'.	
	Induction	0
	Health & Safety	1
	Equality, Diversity & Human Rights	1
	Infection, prevention & control	1
	Manual Handling	1
	Safeguarding	1
	Medicine management	1
Dementia	1	
Positive Behaviour Management	1	
Food Hygiene	1	
Please outline any additional training undertaken pertinent to this role which is not outlined above.	Deprivation of Liberty Mental Capacity act Fire Training Epilepsy and Buccal Midazolam Administration First Aid Confidentiality Prevention of slips trips and falls in a workplace Acquired Brain Injury Alcohol and Drugs addiction Bolais Training	

Contractual Arrangements	
No. of permanent staff	1
No. of Fixed term contracted staff	0
No. of volunteers	0
No. of Agency/Bank staff	0
No. of Non-guaranteed hours contract (zero hours) staff	0
Outline below the number of permanent and fixed term contact staff by hours worked per week.	
No. of full-time staff (35 hours or more per week)	1
No. of part-time staff (17-34 hours per week)	0
No. of part-time staff (16 hours or under per week)	0
Staff Qualifications	
No. of staff who have the required qualification to be registered with Social Care Wales as a Service Manager	1
No. of staff working toward required/recommended qualification to be registered with Social Care Wales as a Service Manager	0
Deputy service manager	
Does your service structure include roles of this type?	Yes
Important: All questions in this section relate specifically to this role type only. Unless otherwise stated, the information added should be the position as of the 31st March of the last financial year.	
Filled and vacant posts	
No. of staff in post	2
No. of posts vacant	0
Training undertaken during the last financial year for this role type.	
Set out the number of staff who undertook relevant training. The list of training categories provided is only a sample of the training that may have been undertaken. Any training not listed can be added to 'Please outline any additional training undertaken pertinent for this role which is not outlined above'.	
Induction	0
Health & Safety	2
Equality, Diversity & Human Rights	2
Infection, prevention & control	2
Manual Handling	2
Safeguarding	2
Medicine management	2
Dementia	2
Positive Behaviour Management	2
Food Hygiene	2

Please outline any additional training undertaken pertinent to this role which is not outlined above.	Deprivation of Liberty Mental Capacity act Fire Training Epilepsy and Buccal Midazolam Administration First Aid Confidentiality Prevention of slips trips and falls in a workplace Acquired Brain Injury Alcohol and Drugs addiction Bolais Training
<b>Contractual Arrangements</b>	
No. of permanent staff	2
No. of Fixed term contracted staff	0
No. of volunteers	0
No. of Agency/Bank staff	0
No. of Non-guaranteed hours contract (zero hours) staff	0
<b>Outline below the number of permanent and fixed term contact staff by hours worked per week.</b>	
No. of full-time staff (35 hours or more per week)	2
No. of part-time staff (17-34 hours per week)	0
No. of part-time staff (16 hours or under per week)	0
<b>Staff Qualifications</b>	
No. of staff who have the required qualification to be registered with Social Care Wales as a Service Manager	2
No. of staff working toward required/recommended qualification to be registered with Social Care Wales as a Service Manager	0
<b>Other supervisory staff</b>	
Does your service structure include roles of this type?	Yes
<b>Important: All questions in this section relate specifically to this role type only. Unless otherwise stated, the information added should be the position as of the 31st March of the last financial year.</b>	
<b>Filled and vacant posts</b>	
No. of staff in post	1
No. of posts vacant	0
<b>Training undertaken during the last financial year for this role type.</b>  Set out the number of staff who undertook relevant training. The list of training categories provided is only a sample of the training that may have been undertaken. Any training not listed can be added to 'Please outline any additional training undertaken pertinent for this role which is not outlined above'.	
Induction	0
Health & Safety	1
Equality, Diversity & Human Rights	1
Infection, prevention & control	1
Manual Handling	1
Safeguarding	1
Medicine management	1
Dementia	1

Positive Behaviour Management	1
Food Hygiene	1
Please outline any additional training undertaken pertinent to this role which is not outlined above.	Deprivation of Liberty Mental Capacity act Fire Training Epilepsy and Buccal Midazolam Administration First Aid Confidentiality Prevention of slips trips and falls in a workplace Acquired Brain Injury Alcohol and Drugs addiction Bolais Training
<b>Contractual Arrangements</b>	
No. of permanent staff	1
No. of Fixed term contracted staff	0
No. of volunteers	0
No. of Agency/Bank staff	0
No. of Non-guaranteed hours contract (zero hours) staff	0
<b>Outline below the number of permanent and fixed term contact staff by hours worked per week.</b>	
No. of full-time staff (35 hours or more per week)	1
No. of part-time staff (17-34 hours per week)	0
No. of part-time staff (16 hours or under per week)	0
<b>Staff Qualifications</b>	
No. of staff who have the required qualification to be registered with Social Care Wales as a social care worker	0
No. of staff working towards the required/recommended qualification	1
<b>Nursing care staff</b>	
Does your service structure include roles of this type?	No
<b>Registered nurses</b>	
Does your service structure include roles of this type?	No
<b>Senior social care workers providing direct care</b>	
Does your service structure include roles of this type?	Yes
<b>Important: All questions in this section relate specifically to this role type only. Unless otherwise stated, the information added should be the position as of the 31st March of the last financial year.</b>	
<b>Filled and vacant posts</b>	
No. of staff in post	1
No. of posts vacant	0

Training undertaken during the last financial year for this role type.

Set out the number of staff who undertook relevant training. The list of training categories provided is only a sample of the training that may have been undertaken. Any training not listed can be added to 'Please outline any additional training undertaken pertinent for this role which is not outlined above'.

Induction	0
Health & Safety	1
Equality, Diversity & Human Rights	1
Infection, prevention & control	1
Manual Handling	1
Safeguarding	1
Medicine management	1
Dementia	1
Positive Behaviour Management	1
Food Hygiene	1
Please outline any additional training undertaken pertinent to this role which is not outlined above.	Deprivation of Liberty Mental Capacity act Fire Training Epilepsy and Buccal Midazolam Administration First Aid Confidentiality Prevention of slips trips and falls in a workplace Acquired Brain Injury Alcohol and Drugs addiction Bolais Training

**Contractual Arrangements**

No. of permanent staff	1
No. of Fixed term contracted staff	0
No. of volunteers	0
No. of Agency/Bank staff	0
No. of Non-guaranteed hours contract (zero hours) staff	0

Outline below the number of permanent and fixed term contact staff by hours worked per week.

No. of full-time staff (35 hours or more per week)	1
No. of part-time staff (17-34 hours per week)	0
No. of part-time staff (16 hours or under per week)	0

**Typical shift patterns in operation for employed staff**

Set out the typical shift patterns of staff employed at the service in this role type. You should also include the average number of staff working in each shift.	9am to 5pm x 3 5pm to 9am x 2 (11pm to 7am sleeping)
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**Staff Qualifications**

No. of staff who have the required qualification to be registered with Social Care Wales as a social care worker	1
No. of staff working towards the required/recommended qualification	0

Other social care workers providing direct care

Does your service structure include roles of this type?	Yes
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Important: All questions in this section relate specifically to this role type only. Unless otherwise stated, the information added should be the position as of the 31st March of the last financial year.

#### Filled and vacant posts

No. of staff in post	10
No. of posts vacant	0

Training undertaken during the last financial year for this role type.

Set out the number of staff who undertook relevant training. The list of training categories provided is only a sample of the training that may have been undertaken. Any training not listed can be added to 'Please outline any additional training undertaken pertinent for this role which is not outlined above'.

Induction	2
Health & Safety	10
Equality, Diversity & Human Rights	10
Infection, prevention & control	10
Manual Handling	10
Safeguarding	10
Medicine management	10
Dementia	10
Positive Behaviour Management	10
Food Hygiene	10
Please outline any additional training undertaken pertinent to this role which is not outlined above.	Deprivation of Liberty Mental Capacity act Fire Training Epilepsy and Buccal Midazolom Administration First Aid Confidentiality Prevention of slips trips and falls in a workplace Acquired Brain Injury Alcohol and Drugs addiction Bolais Training

#### Contractual Arrangements

No. of permanent staff	10
No. of Fixed term contracted staff	0
No. of volunteers	0
No. of Agency/Bank staff	0
No. of Non-guaranteed hours contract (zero hours) staff	0

Outline below the number of permanent and fixed term contact staff by hours worked per week.

No. of full-time staff (35 hours or more per week)	0
No. of part-time staff (17-34 hours per week)	8
No. of part-time staff (16 hours or under per week)	2

#### Typical shift patterns in operation for employed staff

Set out the typical shift patterns of staff employed at the service in this role type. You should also include the average number of staff working in each shift.	9am to 5pm 5pm to 9am (11pm to 7am sleeping) 6pm to 10pm Average number of staff 4
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#### Staff Qualifications

No. of staff who have the required qualification to be registered with Social Care Wales as a social care worker	8
No. of staff working towards the required/recommended qualification	2
Domestic staff	
Does your service structure include roles of this type?	No
Catering staff	
Does your service structure include roles of this type?	No
Other types of staff	
Does your service structure include any additional role types other than those already listed?	No