

Visits by a Quality Assurance Reviewing Officer (QARO Visitor) to Unregistered Provision Flowchart

This flowchart should be read in conjunction with the Reg 44 Dorset Guidance and the Exceptions Guidance for Placements in Unregistered Settings*

*Children under the age of 16 should not be placed in an unregistered provision. However, in the unusual circumstances this occurs as a very temporary arrangement the following should be implemented for as long as the arrangement continues.

The Brokerage and Quality Assurance Officer informs the QAP audits about the commissioning of an unregistered provision within Dorset for a Young Person who notifies the QA Managers. **Prior to or on the day of placement**



The QA Service Manager to ensure that the allocated Quality Assurance Reviewing Officer (IRO) is aware and undertakes their visit.

The purpose of the visit is to see and speak to the child and obtain their views, as well as form a view of the strengths and risks of the new care arrangements and accommodation and will be recorded on the child's file as an IRO contact. **Within 2 weeks**



Any concerns about risk to the child will be escalated immediately using the escalation procedure. **Same day**



The Child in Care review will be held within 20 working days, as per statutory requirements. The QARO (IRO) will gain the views of the parents, key family members and professionals working with the child as part of the review process.

The Recommendations document with key actions arising from the unregistered placement arrangements will be provided to the attendees within 5 days. Any urgent risk issues will be escalated as per the escalation procedure with timescales for resolution. **Within 25 working days**



CIC reviews will be held at the increased frequency of **3 monthly** whilst the child remains in an unregistered setting. These will either take place in person at the setting, or the IRO will visit the setting and see the child prior to the review.



The QARO (IRO) will have contact with the Social Work team and child/young person at least monthly, between formal reviews, to be confident that the child is safe, ensure that recommendations are being progressed and escalations resolved.

This will be recorded in a monthly oversight record (case note) on the child's file. The QARO monthly oversight will ensure that the child is a) being visited by a Social Worker weekly, b) seen alone, c) seen away from the placement, and d) that there is sufficient management oversight within the operational team (Service Manager and Head of Locality). **Monthly**



The Quality Assurance Service Manager will provide details of QARO (IRO) oversight and any escalations to QAP audits at QAPaudits@dorsetcc.gov.uk for the QA monthly exceptions report, which is shared with CSLT. **Monthly**