

Walsingham Support STOMP Action Plan

What are we going to do	By When	Who is leading	Who is helping	How will we know it has been completed?
<p><u>Raise Profile</u></p> <ul style="list-style-type: none"> STOMP will be discussed and information provided at the following meetings: <ul style="list-style-type: none"> Board of Trustees Assurance Committee Senior Leadership Team Regional Meetings Each Service Meetings Departmental Meetings 	<p>26.03.18</p> <p>28.02.18</p> <p>13.02.18</p> <p>31.03.18</p> <p>31.03.18</p> <p>31.03.18</p>			<p>Minutes of meetings will be evidence that this has happened</p> <p>Governance and Organisational knowledge of STOMP</p>
<p>STOMP updates will be provided in staff newsletters between now and 31.03.19</p>	Ongoing	JL	PB	Newsletters provided will include information and updates
<p>A STOMP area will be identified on the Walsingham Support website with all key relevant documents linked for ease (incl. initial organisational action plan once reviewed)</p>	16.3.18	JL	PB	Information will be available on the Walsingham Support website
<p>Following the STOMP workshop at the Walsingham Support National Involvement Conference, a video of the workshop will be posted on our website</p>	30.4.18	JL	PB	The videos will be available on line
<p>All Walsingham Support regional involvement groups will contribute to the development of this plan and ongoing actions</p>	Ongoing	DR	Involvement Group Facilitators (IGF)	Through meeting minutes



C&S Involvement Group will create a series of information posters to ensure that there is accessible information on the STOMP campaign and the work that Walsingham Support is doing	30.09.18	DR	IGF	Posters will be available for all services and offices
Audit				
<ul style="list-style-type: none"> An organisational audit will be developed using 'Dimension's' key questions posed 	28.02.2018	DA / DR	Regional Directors	All audit questions and questionnaire to incorporate STOMP self-assessment and action planning tool.
<ul style="list-style-type: none"> An audit to be developed for all Locality Managers to self-assess compliance with STOMP 	28.02.2018	DA / DR	Operations & Development Managers	Check included in the monthly quality audits.
<ul style="list-style-type: none"> Analysis of results to inform an organisational plan 	10.04.2018	SM / DA		
<ul style="list-style-type: none"> An organisational plan to be developed 	30.04.2018	DR		
Policies				
<ul style="list-style-type: none"> Each Department will review their policies to identify where STOMP needs to be embedded Each Department will work towards updating all relevant policies with STOMP references and actions 	31.03.19	SM	DA CB GC	All relevant policies will have the appropriate reference and actions required to ensure STOMP is embedded within the organisation
Learning				
<ul style="list-style-type: none"> L&D will identify if any STOMP e-learning exists that can be shared with the organisation 	30.04.18	KCJ ALL	External training suppliers	All staff to receive training on STOMP
<ul style="list-style-type: none"> Create our E-learning and DVD learning with the help of Affinity & BVS (including guidance on how to participate in medication decision making) 	30.01.19			Bespoke materials will be available for roll out



<ul style="list-style-type: none"> L&D to discuss with existing e-learning training provider to amend medication training to include STOMP L&D will look to develop training for Managers on STOMP - as per our internal policy L&D will work with preferred training suppliers on how to include aspects of STOMP in all areas of compliance training (e.g. Empowering staff to speak up, advocate for individuals on medicines) L&D will review Walsingham Support induction to include STOMP through bespoke e-learning and DVD materials 	<p>30.05.19</p> <p>30.05.19</p> <p>30.12.18</p> <p>30.03.19</p>			<p>Classroom training based on internal policies will be rolled out</p> <p>Induction programme will actively support STOMP by making completion of a bespoke STOMP module compliant</p>
<p><u>Support Planning</u></p> <p>The following will be reviewed to identify any gaps in terms of STOMP</p> <ul style="list-style-type: none"> Support Planning Tools Support Planning Training Support Planning Policy Active Support Policy Positive Behaviour Support Policy Positive Behaviour Support Training Positive Behaviour Support Tools 	<p>31.03.19</p>	<p>DA KCJ DA DA DA KCJ DA</p>	<p>Regional Directors TH</p>	<p>All documents will be updated to reflect STOMP</p>

