# Greenfield Care Home (fictional)

## Needs action

Checks were 87% on time, up 2 points on September. 5 readings went out of range on the Food fridge and Food fridge; each one raised an urgent task. 4 rooms are below the 90% target: Bathroom 3, Dining room and Laundry. 6 incidents; 11 of 11 follow-up actions done.

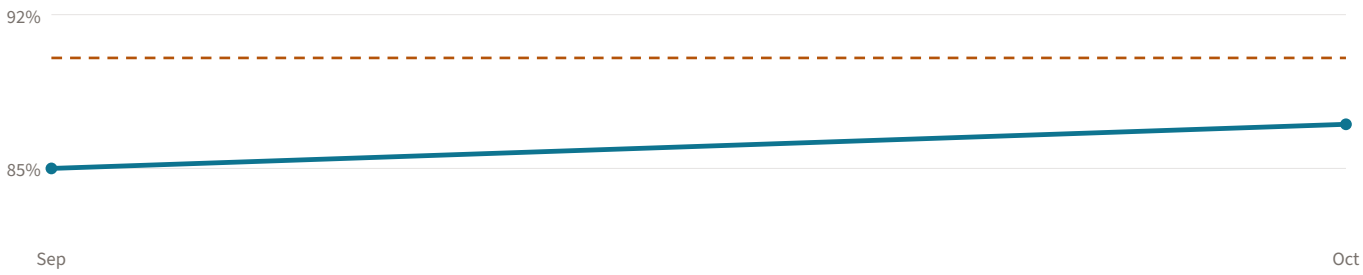
**Manager's comment**

Laundry and Bathroom 3 checks below target: dryer checks moved to the start of the late shift and outlet flushing added to the night round.

| ON TIME | MISSED | OUT OF RANGE | INCIDENTS |
|---|---|---|---|
| 87% | 26 | 5 | 6 |
| ▲ 2 pts | ▼ from 29 | ▲ from 2 | ▲ from 2 |

WORTH ASKING ABOUT

- Near miss in First-floor corridor on 21 Oct happened again on 30 Oct
- On-time checks at 87%, below the 90% target
- Bathroom 3 checks at 80%, below the 90% target




On time, last 2 months · dashed: 90% target

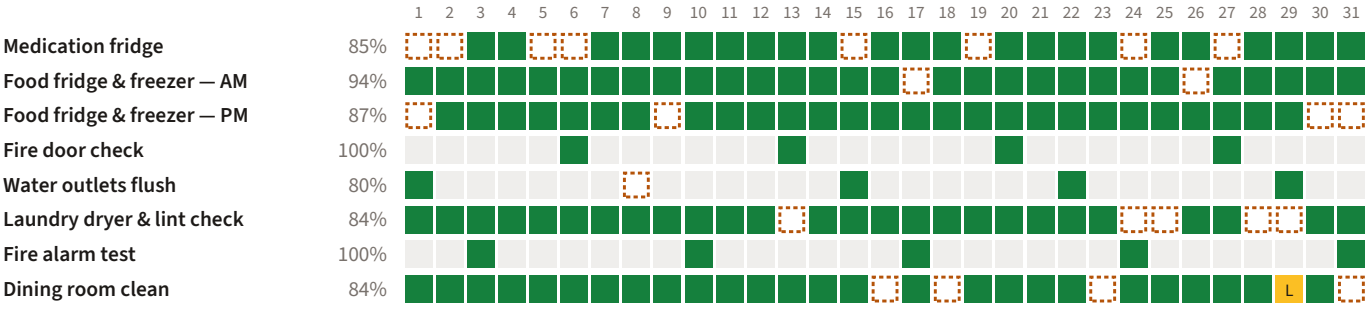
Signed off by Sample registered manager on 4 Nov 2025, 10:00

# Checks

## Every check, every day

Nothing hidden: gaps and late records show exactly where they happened.

On time · L Recorded late · Missed · Not finished yet · Not scheduled




## Rooms, lowest first

On-time rate by room. Dashed line: the 90% target.




## Checks with missed or late windows

| Check | Room | Days missed | Recorded late | On time |
|---|---|---|---|---|
| Medication fridge | Clinic room | 8 | 0 | 85% |
| Laundry dryer & lint check | Laundry | 5 | 0 | 84% |
| Dining room clean | Dining room | 4 | 1 | 84% |
| Food fridge & freezer — PM | Kitchen | 4 | 0 | 87% |
| Food fridge & freezer — AM | Kitchen | 2 | 0 | 94% |
| Water outlets flush | Bathroom 3 | 1 | 0 | 80% |

# Readings

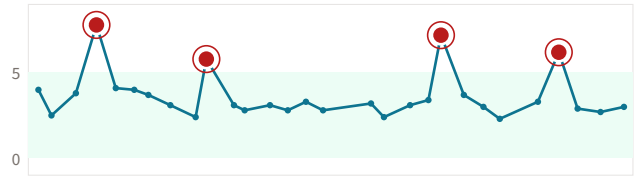
Every temperature and reading recorded, one chart per line. Shaded: the acceptable range. Ringed dots: out of range.

**Medication fridge temperature · Medication fridge**



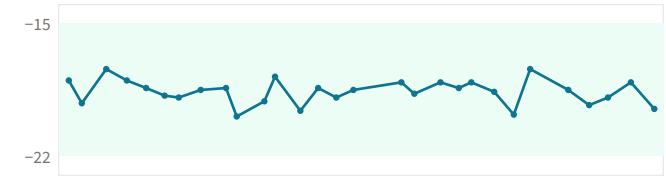

53 readings · lowest 3.4°C · highest 5.8°C · 0 out of range · should be 2 to 8°C

**Food fridge · Food fridge & freezer — AM**



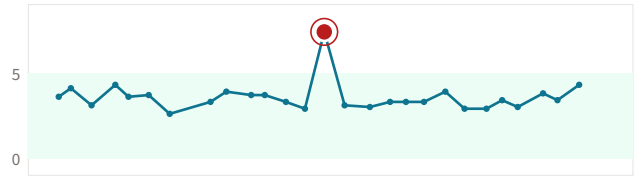

29 readings · lowest 2.3°C · highest 7.8°C · 4 out of range · should be 0 to 5°C

**Freezer · Food fridge & freezer — AM**



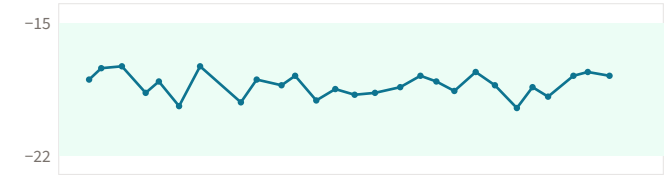

29 readings · lowest −19.9°C · highest −17.4°C · 0 out of range · should be −22 to −15°C

**Food fridge · Food fridge & freezer — PM**




27 readings · lowest 2.6°C · highest 7.4°C · 1 out of range · should be 0 to 5°C

**Freezer · Food fridge & freezer — PM**




27 readings · lowest −19.5°C · highest −17.3°C · 0 out of range · should be −22 to −15°C

# CQC evidence

Each check is tagged to the Fundamental Standards it evidences (Health and Social Care Act 2008 (Regulated Activities) Regulations 2014). Mapping to be confirmed by the registered manager.

## Safe

| Regulation | Checks | On time | Incidents |
|---|---|---|---|
| Reg 12 · Safe care and treatment | 7 | 147 of 168 (88%) | 6 |
| Reg 15 · Premises and equipment | 5 | 65 of 76 (86%) | 0 |

## Effective

| Regulation | Checks | On time | Incidents |
|---|---|---|---|
| Reg 14 · Meeting nutritional and hydration needs | 2 | 56 of 62 (90%) | 0 |

## Caring

No checks or incidents recorded under this key question.

## Responsive

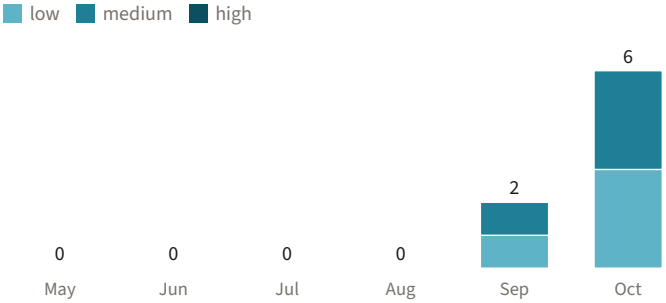
No checks or incidents recorded under this key question.

## Well-led

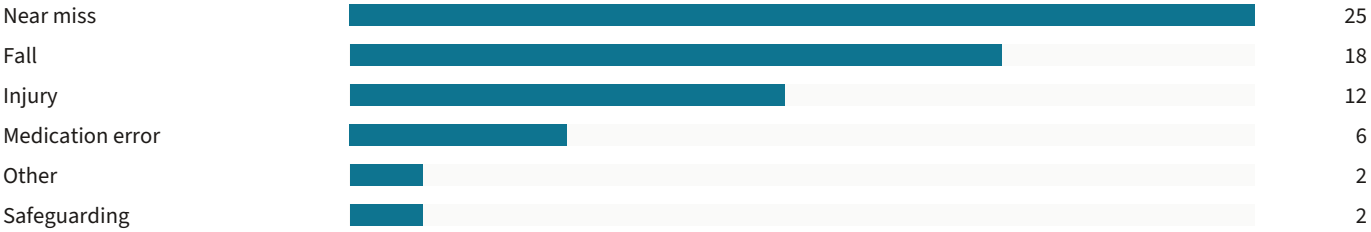
Reg 17 · Good governance: this pack, its sign-off, the learning loop, and honest late and missed records.

# Incidents and learning

## Incidents by severity, last six months




## Incidents by type, last six months




## Did the fix work?

| Incident | Actions | Closed in | Happened again? |
|---|---|---|---|
| 30 Oct 2025 — Near miss, First-floor corridor (medium) | Signage moved; Spill kit restocked (2 of 2 done) | 1 day | No |
| 21 Oct 2025 — Near miss, First-floor corridor (low) | Spill kit restocked; Discussed at handover (2 of 2 done) | 0 days | Yes, on 30 Oct 2025 |
| 18 Oct 2025 — Injury, Lounge (medium) | Care plan updated (1 of 1 done) | 3 days | No |
| 9 Oct 2025 — Fall, Lounge (low) | Remove trip hazard; Staff briefing on safe moving (2 of 2 done) | 1 day | No |
| 8 Oct 2025 — Injury, Garden (medium) | Equipment checked; Care plan updated (2 of 2 done) | 0 days | No |
| 7 Oct 2025 — Injury, First-floor corridor (low) | Care plan updated; First aid review (2 of 2 done) | 4 days | No |

## Escalations: jobs staff pushed up to a manager

No jobs were escalated to a manager.

# Sign-off

**Signed off by: Sample registered manager**
Date and time: 4 Nov 2025, 10:00

Statement: I have reviewed this governance pack for October 2025. It is an accurate record of the scheduled checks, incidents and follow-up actions at Greenfield Care Home (fictional) for the period, and any actions needed are in hand.

Manager's comment: Laundry and Bathroom 3 checks below target: dryer checks moved to the start of the late shift and outlet flushing added to the night round.

This signed pack is stored unchanged and its SHA-256 fingerprint is recorded in CareOps, so any copy can be checked against the original.