Greenfield Care Home (fictional)

A good month

Checks were 95% on time, up 3 points on July. 6 readings went out of range on the Medication fridge temperature and Food fridge; each one raised an urgent task. Laundry is the one room below the 90% target. 3 incidents; 4 of 4 follow-up actions done.

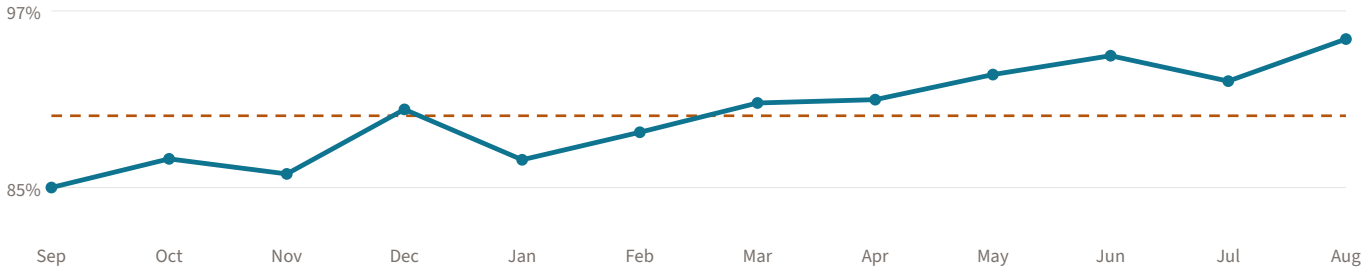
Manager's comment

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
95%	9	6	3
▲ 3 pts	▼ from 15	▲ from 4	▼ from 6

WORTH ASKING ABOUT

- Laundry checks at 84%, below the 90% target for the second month running
- Out-of-range readings up from 4 to 6 (Medication fridge temperature, Food fridge)



On time, last 12 months · dashed: 90% target

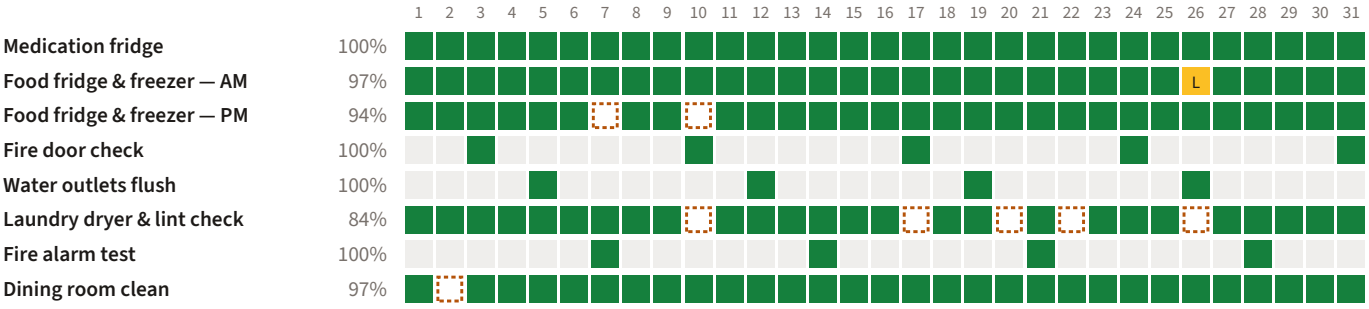
Signed off by Sample registered manager on 4 Sep 2026, 10:00

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.



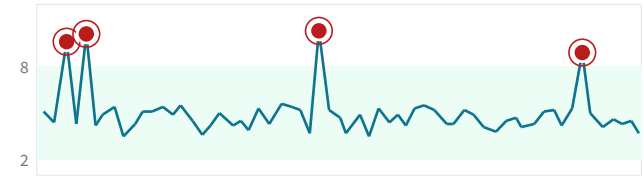
Checks with missed or late windows

Check	Room	Days missed	Recorded late	On time
Laundry dryer & lint check	Laundry	5	0	84%
Food fridge & freezer — PM	Kitchen	2	0	94%
Dining room clean	Dining room	1	0	97%
Food fridge & freezer — AM	Kitchen	0	1	97%

Readings

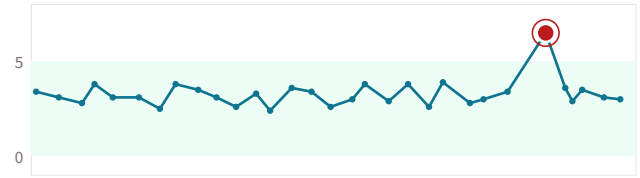
Every temperature and reading recorded, one chart per line. Shaded: the acceptable range. Ringed dots: out of range.

Medication fridge temperature · Medication fridge



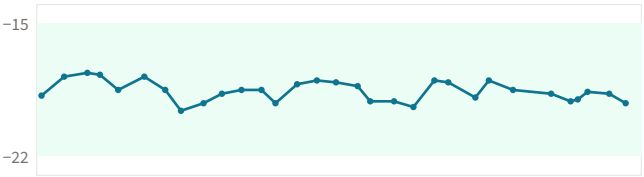
62 readings · lowest 3.5°C · highest 10.3°C · 4 out of range · should be 2 to 8°C

Food fridge · Food fridge & freezer — AM



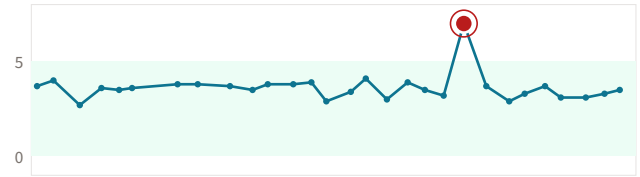
31 readings · lowest 2.4°C · highest 6.5°C · 1 out of range · should be 0 to 5°C

Freezer · Food fridge & freezer — AM



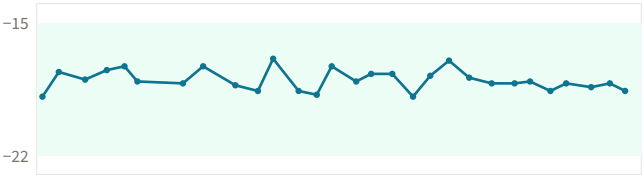
31 readings · lowest −19.6°C · highest −17.6°C · 0 out of range · should be −22 to −15°C

Food fridge · Food fridge & freezer — PM



29 readings · lowest 2.7°C · highest 7°C · 1 out of range · should be 0 to 5°C

Freezer · Food fridge & freezer — PM



29 readings · lowest −18.9°C · highest −16.9°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	163 of 167 (98%)	3
Reg 15 · Premises and equipment	5	69 of 75 (92%)	0

Effective

Regulation	Checks	On time	Incidents
Reg 14 · Meeting nutritional and hydration needs	2	59 of 62 (95%)	0

Caring

No checks or incidents recorded under this key question.

Responsive

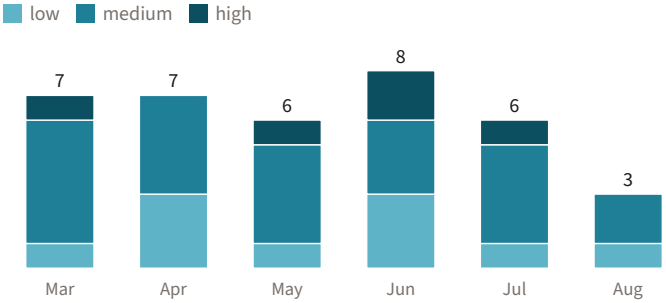
No checks or incidents recorded under this key question.

Well-led

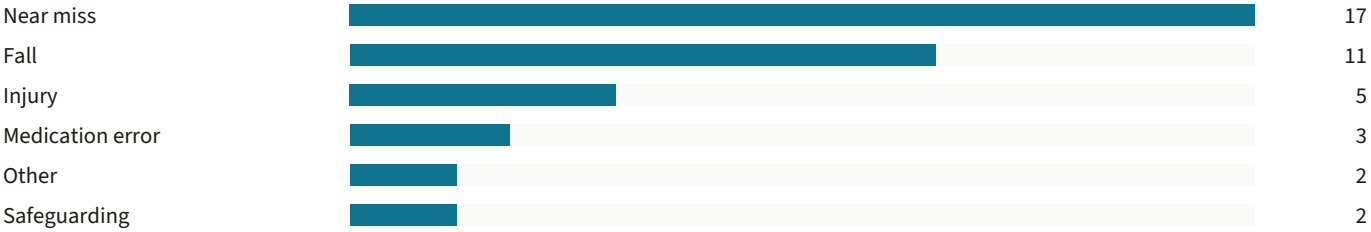
Reg 17 · Good governance: this pack, its sign-off, the learning loop, and honest late and missed records.

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?
24 Aug 2026 — Injury, Kitchen (low)	Equipment checked; Care plan updated (2 of 2 done)	5 days	No
24 Aug 2026 — Fall, Lounge (medium)	Staff briefing on safe moving (1 of 1 done)	3 days	No
9 Aug 2026 — Near miss, First-floor corridor (medium)	Signage moved (1 of 1 done)	3 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 Sep 2026, 10:00

Statement: I have reviewed this governance pack for August 2026. 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.