|  |  |
| --- | --- |
|  | My Ref: CP&QT/ /SUS01 |
|  | Tel: 01482  |
|  |
| Email: @hullcc.gov.uk |
| Date:  |

Dear XXXX

Re: Notice to Suspend Services from XXXX

Adult Social Care Commissioners have a responsibility for the health, safety and welfare of the Customers we place at XXXXX.

There have been a number of concerns received recently from XXXXX and Contract Performance & Quality Officers which are a cause for concern.

As a result of the information we have received and the outcome of a recent joint / visit with the XXXX a number of serious concerns have been brought to my attention regards the following areas:

* XXXX
* XXXX
* XXXX

On the evidence provided to me at this stage and observations made by officers, these concerns cannot go without further consideration. I have therefore made the decision to suspend all new placements and referrals to the service. Once officers have completed their enquiries a Remedial Action Plan 2 (RAP2) will be developed which you will be required to complete within specified timescales - this process will also involve working with the Contract Performance & Quality Team (CP&QT) – with a number of announced and unannounced monitoring visits.

The suspension will be in place for as long as it is necessary to investigate our concerns; the immediate focus being to assess the current level of risk to the people living in your service. The RAP2 and monitoring will continue to review and ensure that systems and any necessary changes required are implemented and undertaken where relevant.

For the purpose of clarity, referrals will be suspended from your service until I am satisfied that the issues raised have been fully addressed.

This letter is part of our support in developing high quality services for people in care and to ensure providers follow any recommendations where relevant.

Yours sincerely,

XXX – Contract, Performance & Quality Manager

cc XXXX – Assistant City Manager – Hull City Council

cc XXXX – Safeguarding Manager – Hull City Council

cc XXXX – Commissioning Manager - Hull City Council

cc XXXX – Care Quality Commission