|  |  |
| --- | --- |
|  | My Ref: CP&QT/XXXX /TER01 |
|  | Tel: 01482  |
| Email: @hullcc.gov.uk |
| Date:  |
|  |

Dear……………..,

I write to inform that the Hull City Council will be progressing a managed withdrawal of the People placed by this Council at…………………………………………………………..

Hull City Council previously wrote to you on…………….. to advise that we were suspending placements at the Home. This is due to our serious concerns in relation to……………………………………………………………………………………………………….

Despite significant support being provided to you by……………………………………….. to develop the quality of provision, there has been insufficient improvement.

We consider………………is not sufficiently meeting the health, safety and wellbeing of People; continued residence at the Home is no longer in the best interests of these vulnerable people. We are therefore serving notice of termination of our contract with…………. this being effective as of the final date of care being provided to any service user placed by this Council.

We will be taking a managed approach to the re-provision in order to best support People. Our decision to terminate the contract will be shared with the Care Quality Commission.

The decision to move people from what is their known home has not been taken lightly and we are conscious that it is likely the transitional period of finding appropriate care provision will be stressful for People. We would therefore ask that you work with us to minimize distress for those affected by the need to re-provide their care.

Care Management Officers will be visiting the Home to meet with People and advise relatives (where appropriate) of the decision to terminate our contract with……………... This will help to agree the most appropriate alternative care arrangements.

We will continue to liaise with you and your staff in order that we are all kept informed and up to date on the arrangements for the re-provision.

……………………… – Contract Performance & Quality Officer, will be your point of contact should you require any information. You can contact her on ………………………………………………………………

Yours Sincerely

NAME XX

ROLE XX

Hull City Council

Yours sincerely,

XXX – Contract, Performance & Quality Manager

cc XXXX – Assistant City Manager – Hull City Council

cc XXXX – Safeguarding Manager – Hull City Council

cc XXXX – Care Quality Commission