
Older Adult Care Plan Quality Course: Assessment, Risk Review and Record Audit

31 January – 4 February 2027
Sharm El-Sheikh





Older Adult Care Plan Quality Course: Assessment, Risk Review and Record Audit

Ref: 593_30629 **Date:** 31 January – 4 February 2027 **Location:** Sharm El-Sheikh **Fees:** 4000 GBP

Programme Summary

Older adult care plan quality is the subject of this one-week training course for directors and senior managers of care homes, elderly care services and health authorities, ending in a care plan quality file for one service. Reviews often check that forms exist rather than whether they guide daily care. The programme builds a method for assessing needs, reviewing risks, setting goals with residents and families, and auditing records, applied to a service the participant selects. Mars Training Centre UK delivers this programme on older adult care plan quality to mixed-organisation cohorts.

The Business Case

Where plans are generic, out of date or poorly recorded, staff act on assumptions, risks such as falls and malnutrition are missed, and leaders cannot show that care matches need. Teams that audit plans against records of actual care give boards evidence they can trust.

- Avoidable Incidents: Fall as risk reviews are tied to a dated action and an owner.
- Record Gaps: Fall as record audit finds missing, late or contradictory entries.
- Family Complaints: Fall as goals are agreed with residents and relatives and checked at each review.

Principles and Evidence Base

- Person-centred planning principles: These shape how goals and preferences are captured in Sessions 1 and 3.
- Home care guidance for older people: Its guideline on personal care informs the needs assessment in Session 1.
- Aged care assessment and planning standard: Its expectations are the reference for the audit criteria in Session 4.

Intended Participants

- Directors accountable for care quality in residential and community services.
- Senior managers who sign off care plans and review schedules.
- Quality leads who audit records and report to boards.
- Health authority officers who commission services for older adults.
- Heads of nursing and social care who set recording standards.

Typical sectors include residential care, home care, hospital discharge services and public health bodies.



Learning Outcomes

1. Participants will be able to construct a needs assessment that draws out the preferences, abilities and history of an older person.
2. Participants will be able to evaluate risk assessments for falls, nutrition, skin integrity and medicines and rank the actions they require.
3. Participants will be able to design a review cycle that links each care plan goal to a date, an owner and a measure.
4. Participants will be able to diagnose weak record entries, handover gaps and contradictory notes in sample care files.
5. Participants will be able to justify audit findings and ratings to care teams, families and governing bodies.
6. Participants will be able to prioritise corrective actions for one service and set a schedule for re-audit.

Programme Structure

Day 1: Older Adult Care Plan Quality and Needs Assessment

What must a care plan contain for an older person to receive care that fits their needs?

- Care Plan Quality Criteria
- Holistic Needs Assessment Form
- Life History and Preference Profile
- Capacity and Consent Check
- Family and Resident Goal Conversation Guide

Day 2: Risk Assessment and Risk Review

How are risks to an older person identified, ranked and tied to action?

- Falls Risk Screening Tool
- Nutrition and Hydration Screen
- Skin Integrity Risk Scale
- Medicines Review Checklist
- Risk Rating Matrix

Day 3: Care Plan Design and Review Cycles

How does a plan stay current as the needs of the person change?

- Goal Writing Method
- Plan Layout Template
- Review Trigger List
- Multi-Team Handover Protocol
- Family Involvement Log



Day 4: Care Records and Record Audit

Do the records show that the plan was followed, and how is that tested?

- Record Quality Standard
- Daily Note Sampling Method
- Plan-to-Record Matching Test
- Audit Finding Rating Guide
- Information Sharing and Privacy Check

Day 5: Applying the Tools to One Care Service

Do the assessment, review and audit tools produce one usable quality file?

- Applying the Session 1 Quality Criteria
- Using the Session 2 Risk Rating Matrix
- Running the Session 4 Plan-to-Record Matching Test
- Checking the Session 3 Review Trigger List
- Completing the Care Plan Quality File

Methodology

The programme uses a structured exercise method built on anonymised care plans, daily notes and incident logs from residential, home care and hospital discharge settings. Participants work in small teams on a shared case, test each other's audit sheets and receive written facilitator feedback.

- Suggested activity: Rewriting a generic care plan goal as a measurable goal agreed with the resident.
- Suggested activity: Matching a week of daily notes to the risks listed in a plan.
- Suggested activity: Rating findings from a sample record audit and ordering the actions.

Capstone Output

Each participant completes a care plan quality file for one service, holding a needs assessment template, a risk rating matrix, a review schedule, rated audit findings and a corrective action list. The file is used at work to brief the board and plan the next audit cycle.

Frequently Asked Questions

Is older adult care plan quality suitable for leaders without a clinical background?

Yes. Older adult care plan quality is taught from sample plans and records, so no clinical training is assumed.



Which principles does older adult care plan quality draw on?

Older adult care plan quality draws on person-centred planning principles, published home care guidance for older people and an aged care standard on assessment, planning and review.

How is the file from older adult care plan quality used at work?

You use the quality file to brief the board, guide care teams on recording practice and plan the next audit cycle for your service.

How does older adult care plan quality differ from clinical nursing care?

Older adult care plan quality concerns how leaders design and audit plans and records, while clinical nursing care covers hands-on treatment.