

Secure Quality Involvement Tool (SeQuIn Tool)

RAG Rating			
5 Green	Fabulous!		
4 Green Amber	\$		
3 Amber	Functional!		
2 Amber Red	\$		
1 Red	Action!		

MTD Standards

Sponsored By inmind



No	Standard	Examples	Our Evidence	RAG Rating
1	An MDT plan is made together. This may include: - Who is at the meeting (including family/carers) - Where people sit - The order the reports are read - Who chairs the meeting which can be themselves	Evidence of plans Daily notes		
2	You will be given the choice to have an advocate at your MDT meeting	Evidence of discussions about advocacy List of attendees include advocacy		
3	You will see your reports before your meeting and have a chance to comment	Comments included in MDT reports		
4	You will have the support to present your views how you want to. This includes things that have gone well and things that have been difficult	Service user reports Daily notes Process of support for service users		
5	You will be told the order of the MDT meeting before the day	MDT order published in advance – posters etc.		
6	You can do activities during the day of the MDT while waiting	Activities available on MDT days Timetable		
7	Someone from your team will be at your MDT meeting where possible	List of attendees		
8	People will summarise their reports, talk directly to you and use straight forward language	Service user feedback		
9	An action plan will be agreed in the meeting, with named people for each action and when this will happen	MDT action plans include named people and actions and timescales MDT meeting minutes		
10	You have the choice to be involved in all of your MDT meeting. You matter	MDT meeting minutes Daily notes		
11	There is carer involvement in the MDT process or meeting where possible	Evidence of carer's attending MDT's Invites Discussions with service users		
12	You, or someone you choose can take notes that you can keep and talk about afterwards	Notes provided Process included in MDT meeting minutes		
		I	Average Score for the area	

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MDT Action Plan

No.	Standard	Our Actions	RAG Rating
1	An MDT plan is made together. This may include: - Who is at the meeting (including family/carers) - Where people sit - The order the reports are read - Who chairs the meeting which can be themselves		
2	You will be given the choice to have an advocate at your MDT meeting		
3	You will see your reports before your meeting and have a chance to comment		
4	You will have the support to present your views how you want to. This includes things that have gone well and things that have been difficult		
5	You will be told the order of the MDT meeting before the day		
6	You can do activities during the day of the MDT while waiting		
7	Someone from your team will be at your MDT meeting where possible		
8	People will summarise their reports, talk directly to you and use straight forward language		
9	An action plan will be agreed in the meeting, with named people for each action and when this will happen		
10	You have the choice to be involved in all of your MDT meeting. You matter		
11	There is carer involvement in the MDT process or meeting where possible		
12	You, or someone you choose can take notes that you can keep and talk about afterwards		

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