

**MENTAL CAPACITY ACT/DEPRIVATION OF LIBERTY SAFEGUARDS AUDIT**

**Knowledge of Mental Capacity Act and DOLS**

	Management level staff	Senior care staff/health care professionals	Junior care staff/health care assistants
MCA knowledge eg: When is the Mental Capacity Act applicable? Two-stage capacity test Best interest decisions IMCA & Power of Attorney etc			
<b>Overall Rating:</b>	<b>Not achieved</b>	<b>Needs improvement</b>	<b>Fully achieved</b>
<b>Auditor comments:</b>			
DOLS knowledge eg: When a DOLS might be needed			
<b>Overall Rating:</b>	<b>Not achieved</b>	<b>Needs improvement</b>	<b>Fully achieved</b>
<b>Auditor comments:</b>			

### Knowledge of organisation's Policies and Procedures

Are the MCA/DOLS policies and procedures readily available?						
Is supporting information readily available eg flowchart, DOLS contact information, IMCA referral form?						
<b>Overall Rating:</b>	<b>Not achieved</b>		<b>Needs improvement</b>		<b>Fully achieved</b>	
<b>Auditor comments:</b>						
	Management level staff		Senior care staff/health care professionals		Junior care staff/health care assistants	
Knowledge of policies and procedures eg: Location Escalation of capacity issues Involvement of family, friends, carers Communication with individuals Who can be contacted for advice in the organisation or elsewhere						
<b>Overall Rating:</b>	<b>Not achieved</b>		<b>Needs improvement</b>		<b>Fully achieved</b>	
<b>Auditor comments:</b>						