

Recommendations Due After 31 July 2017

ACTION PLAN NO:	WEAKNESSES/GOOD GRADE:	AGREED ACTION:	DATES:	COMMENT/EXPLANATION:	PYRAMID: RESPONSIBLE
DEPARTMENT SERVICE	IJB SERVICE UNITS ADULT CARE				
REPORT NAME	<u>REVIEW OF CLIENT ACCOUNTS – 2017/18</u>				
1	The client account process is not documented in a formal procedure note. MEDIUM	A formal procedure document detailing the full client account process will be created.	31 October 2017 31 January 2018	Delayed to allow suitable resource and time to be allocated to action.	Delayed but rescheduled Admin officer Helensburgh