

## **Deep Dive – Appendix 2**

Allegation - X used his position as a social worker with KCC to gain entry into an ex service users home and slept there. It is also alleged that X made a pass at Y. After the incident, X failed to share the information with his manager.

*Breach of Kent Code and HCPC Standards of Conduct, performance and ethics*

<b>Date</b>	<b>Event</b>
30.5.17	Email received by Service Manager, from LADO informing of information received from Kent Police.
30.5.17	<ul style="list-style-type: none"> <li>➤ Service Manager contacted HR for advice.</li> <li>➤ Manager was advised of the policies that the action in question has potentially breached</li> <li>➤ Manager was given advice on suspension vs move to alternate duties.</li> <li>➤ Suspension paperwork was provided to the Service Manager</li> </ul>
31.5.17	Preliminary meeting held with staff member and Service Manager to discuss incident. X admitted the incident but did not believe he had done anything wrong.
31.5.17	Manager discussed next steps with HR. Disciplinary procedure to be instigated.
1.6.17	Letter sent to staff member confirming a disciplinary investigation and his suspension from work for 28 days pending the investigation.
2.6.17	Letter sent to staff member confirming name of investigating officer.
2.6.17	HR and Commissioning manager met with Investigating Officer to scope the investigation.
6.6.17	<ul style="list-style-type: none"> <li>➤ Telephone call to staff member by investigating officer to arrange date for investigation meeting.</li> <li>➤ Email request from staff member to investigating officer to change the date for the investigation meeting to enable workplace colleague to attend.</li> </ul>
8.6.17	Letter sent to staff member confirming the new date of the investigation meeting.
14.6.17	Investigation meeting with staff member conducted.
22.6.17	Minutes of Investigation meeting sent to staff member.
27.6.17	Investigation report sent to HR for comment.
4.7.17	Commissioning Manager and HR discuss the report.
10.7.17	Letter sent to staff member confirming date of disciplinary hearing
12.7.17	Email request from staff member to to change the date for the Disciplinary Hearing to enable workplace colleague to attend.
17.7.17	Letter sent to staff member confirming the new date of the Disciplinary Hearing
26.7.17	Disciplinary Hearing
2.8.17	<ul style="list-style-type: none"> <li>➤ Hearing notes sent to individual</li> <li>➤ Outcome letter sent to individual – Summary Dismissal</li> </ul>

<b>Date</b>	<b>Event</b>
1.8.17	Appeal against dismissal letter received
3.8.17	Information about the Appeal process sent to individual
August 17	Manager response to appeal prepared with advice from HR
20.9.17	Appeal papers exchanged
27.9.17	Appeal Hearing held
4.10.17	Appeal Outcome letter sent to individual – Appeal not upheld