LeDeR Process Flowchart

Notifications
Central LeDeR team receive notification.

Inform and assign cases for review
LeDeR review system informs relevant Local Area Contact of a new death. Local Area Contact identifies suitable reviewer(s) and allocates the death to be reviewed locally.

Local reviewer: pre-initial review information gathering
Is this individual subject to any other existing review process?

Yes
- Link in with other process
  - Establish the nominated contact for the other review process and liaise with them.
  - Where possible collect core data required for the LeDeR review. Provide learning disabilities expertise to other review process if appropriate and required.

No
- Initial Review
  - Conversation with someone who knew the person well.
  - Review of relevant case notes.
  - Complete pen portrait, timeline and action plan.

Further Action: Prepare for Multi-agency Review
- Contact other agencies involved.
- Contact family members/someone who knew person well.
- Request relevant notes and documents.
- Arrange and prepare for multi-agency meeting.
- Update case documentation.

Decide whether further action is required
- Further action is required if:
  - Additional learning could come from a fuller review;
  - or if red flags indicate this.

No Further Action

The completed report and action plan is returned to the Local Area Contact for quality check and sign off and then submitted as complete via the LeDeR review system.

Further Action
- The central LeDeR team redacts the completed review and returns it to the LAC.

Share with steering group
- Local Area Contact shares anonymised learning points and actions with their LeDeR steering group to ensure learning is embedded and action plans are taken forward.

Multi-agency Meeting
- Agree comprehensive pen portrait and timeline.
- Agree potentially modifiable factors to death.
- Identify lessons learned.
- Agree on good practice and any recommendations.
- Complete action plan.

Agree with the other review process
- Complete initial review.
- Agree comprehensive pen portrait and timeline.
- Agree potentially modifiable factors.
- Identify lessons learned.
- Agree on good practice and any recommendations.

The completed report and any action plan is returned to the Local Area Contact for quality check and sign off and then submitted as complete via the LeDeR review system.