



Duty of Candour Report: Fife and Tayside Services 1 April 2022 – 31 March 2023

All health and social care services in Scotland have a duty of candour. This is a legal requirement, part of the Health (Tobacco, Nicotine etc and Care) (Scotland) Act 2016, to ensure that if something goes wrong in the services all relevant information is shared with the people affected. They are offered an explanation, an apology and assurance that staff will learn from and share this learning if something goes wrong.

An important part of this duty is that we provide an annual report about the duty of candour in our services. This short report describes how our care service has operated the duty of candour during the time between 1 April 2022 and 31 March 2023.

1. How many incidents happened to which the duty of candour applies?

In the last year, there have been no incidents to which the duty of candour applied.

2. Information about our policies and procedures

Fife and Tayside Services: Change Mental Health's Tayside and Fife Services offers support people affected by mental illness and their carers to live in their own homes and make better links with their local communities. Support is person centred and flexible round the individual's needs and outcomes.

Change Mental Health has a Safeguarding Policy, including Duty of Candour, providing guidance for staff. The key stages for Duty of Candour include:

- Notifying the person affected/ family/ relative as appropriate.
- Providing an apology.
- Review of circumstances that led to the incident.
- Offer a meeting with person/family/ relative as appropriate.
- Provide affected person with account of incident.
- Provide information about further steps taken.
- Make available or provide information about support to persons affected by the incident.

All incidents that trigger Duty of Candour are monitored, recorded and reported within Change Mental Health's Safeguarding Policy. The Area Manager completes the annual Care Inspectorate report which details any incidents.

Staff members affected by the incident are reminded that they can access the Validium home page (<https://www.validium.com>) which provides a 24-hour service at any time for personal support.

Staff receive training on Safeguarding and its reporting. Duty of Candour is also part of staff induction training. Our approach is that if things go wrong that we must learn from mistakes and make adaptations to prevent or minimise reoccurrences.



Duty of Candour Record: 1 April 2022 to 31 March 2023

	Type of unexpected or intended incident	Number of times this has happened
1	Someone has died	0
2	Someone has permanently less bodily, sensory, motor, physiologic, or intellectual functions	0
3	Someone's treatment has increased because of harm	0
4	The structure of someone's body changes because of harm	0
5	Someone's life expectancy becomes shorter because of harm	0
6	Someone's sensory, motor or intellectual functions is impaired for 28 days or more	0
7	Someone experienced pain or psychological harm for 28 days or more	0
8	A person needing health treatment in order to prevent them dying	0
9	A person needing health treatment in order to prevent other injuries	0
	Total number of incidents	0
	Actions taken for each incident	N/A
	Learning for each incident and how this was shared	N/A
	If no incidents please state 'Nul report'	Nul Report

Steve Urquhart
Area Manager – Tayside and Fife

22 May 2023