

ACREDALE HOUSE  
DUTY OF CANDOUR ANNUAL REPORT  
YEAR ENDING 31<sup>ST</sup> MARCH 2023

To fulfil our duty of candour responsibilities, this report describes the unintended or unexpected incidents that occurred at our Day Centre during the last year.

**Aims and objectives of the service:**

The aims of Acredale House are to provide a high quality of Day Care for the older people of Bathgate and the surrounding areas. To enable them to have the opportunity to enhance their quality of life through the provision of a range of social and practical support. Acredale House endeavours to treat all clients as individuals and to value their right to independence, respect, privacy, choice and confidentiality.

**Duty of candour responsibilities and process**

Julie Birse, Centre Manager has undertaken a module on Duty of Candour requirements/obligations.

All staff have read the Duty of Candour factsheets provided by Scottish Government.

The team is aware of and understands the practice adverse incident (duty of candour) protocol, which describes what to do when something goes wrong. The protocol identifies the Duty of Candour responsible person, who should be notified of all incidents and near misses and will conduct an investigation, if necessary.

**Unexpected or unintended incidents:**

No incidents – zero

**Actions taken:**

Non applicable

**Lessons learned:**

Non applicable.

Signed: .....*Julie Birse*.....

Julie Birse