



Duty of Candour Annual Report

Name and address of service	1st Focus Homecare Unit 26 Castlebrae Business Centre Peffer Place Edinburgh EH16 4BB
Date of report	31/03/2024
Training and responsibilities	Mandatory Duty of Candour e-learning completed by all staff via Atlas training portal
Do you have a Duty of Candour Policy or written duty of candour procedure	Yes – Accidents and Incident Reporting Procedure

How many incidents happened to which the duty of candour applies?	
Type of unexpected or unintended incidents (not relating to the natural course of someone's illness or underlying conditions)	Number if occurrences (April 2023-March 2024)
A person died	0
A person incurred permanent lessening of bodily, sensory, motor, physiological or intellectual functions	0
A person's treatment increased	0
The structure of a person's body changed	0
A person's life expectancy shortened	0
A person's sensory, motor or intellectual functions was impaired for 28 days or more	0
A person experienced pain or psychological harm for 28 days or more	0
A person needed health treatment in order to prevent them dying	0
A person needing health treatment in order to prevent other injuries as listed above	0
Total	0

Information about our Policies

In the event of an incident occurring which triggers the duty of Candour, our staff would report the incident to the on-call manager who would record the incident and report to the Operations Manager who will be responsible for ensuring that the duty of candour procedure is followed. The Operations Manager is responsible for notifying the Care Inspectorate. Where an incident has occurred, the Operations Manager will arrange a learning review following investigation of the incident with the staff concerned. This is necessary to enable a review of what happened and what changes may be required e.g. training or organisational procedures.

