

Duty of Candour Report

All health and social care services in Scotland have a duty of candour. This is a legal requirement which means that when things go wrong and mistakes happen, the people affected understand what has happened, receive an apology, and that organisations learn how to improve for the future.

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 Dyce ELC has operated the duty of candour during the time between April 23 – March 24. We hope you find this report useful.

About Dyce ELC;

Dyce ELC offers a mixed model offering either five 9am – 3pm term time sessions, five 8am – 1pm sessions, five 1pm – 6pm sessions or two and a half days for children aged between 2 and 5 years. We provide a range of activities to support children's development in their early years.

How many incidents applied where Duty of Candour applies;

In the year 2023/24 there have been no incidents within Dyce ELC where Duty of Candour applied. See details below.

Type of unexpected or unintended Incident	Number of times this happened
Someone has died	0
Someone has permanently less bodily, sensory, motor, physiologic or intellectual functions	0
Someone's treatment has increased because of harm	0
The structure of someone's body changes because of harm	0
Someone's life expectancy becomes shorter because of harm	0
Someone's sensory, motor or intellectual functions is impaired for 28 days or more	0

Type of unexpected or unintended incident	Number of times this happened
Someone 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 needed health treatment in order to prevent other injury	0
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1. To what extent did the setting follow the duty of candour procedure?

No action was required.

2. Information on policies and procedures

Where something happens that triggers the duty of candour, our staff would report this to the Aberdeen Childcare Services manager who has responsibility for ensuring that the duty of candour procedure is followed. The manager records the incident and reports as necessary to Care Inspectorate. When an incident has happened the manager and staff set up a learning review. This allows everyone involved to review what happened and identify changes for the future.

All new staff learn about duty of candour at their induction. We know that serious mistakes can be distressing for staff as well as people who use care and their families. We have occupational welfare support in place for our staff if they have been affected by duty of candour.

Where parents or children are affected by a duty of candour, we have arrangements in place to provide welfare support as necessary.

3. What has changed as a result?

No changes were required during this period.

4. Other Information