



Saffron Project

Duty of Candour Report 2020/21

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 our housing support service has operated the duty of candour during the time between 1 April 2020 and 31 March 2021. We hope you find this report useful.

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

In the last year, there has been one incident to which the duty of candour applied. This incident relates to a service user contracting Covid 19. The service user was not in contact with staff prior to or during the Covid infection. Staff provided ongoing support during this and no other service user was affected.

The Care Inspectorate, Commissioning Officer and our Management Committee's Staffing Sub Committee were made aware of this.

The incident was reviewed and there were no lessons learned or concerns raised for follow up or process or policy development.

2. Information about our policies and procedures

Where something does happen that triggers the duty of candour, our staff report this to the Registered Manager who has responsibility for ensuring that the duty of candour procedure is followed.

The Registered Manager records the incident and reports as necessary to the 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 the 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 can put occupational welfare support in place for our staff if they have been affected by a duty of candour incident.

If you would like more information about the Saffron Project, please contact us using these details: Saffron Project, Southside Housing Association, 135 Fifty Pitches Rd, Glasgow, G51 4EB Tel: 0141 422 1112