

## Duty of Candour Annual Report



Centre name Milngavie EYC

Duty of Candour Annual Report

**The Duty of Candour underpins the Scottish Government's commitment to openness and learning which is vital to the provision of the safe, effective and person-centred health and social care.**

A Duty of Candour procedure should be followed when an unexpected or unintended incident has occurred, where the incident results in:

- Someone has died
- Someone has permanently less bodily, sensory, motor, physiologic or intellectual functions
- Someone's treatment has increased because of harm
- The structure of someone's body changes because of harm
- Someone's life expectancy becomes shorter because of harm
- Someone's sensory, motor or intellectual functions is impaired for 28 days or more
- Someone experienced pain or psychological harm for 28 days or more
- A person needed health treatment in order to prevent them dying
- A person needing health treatment in order to prevent other injuries

### **About Milngavie EYC**

- We are a local authority centre with the registered capacity for 44 age 3 to 5 year old children at any one time.
- Linked to Milngavie Primary School.
- Extended Year Day care of children provided between the hours of 8am and 6pm.
- We consist of 1 Depute Head of Centre, 1 Senior Early Years Worker, 1 Nursery Teacher, 10 Early Years staff and 3 Early Years Support Assistants.

**Procedures to follow in the case of an Incident where duty of candour would be actioned:**

- All incidents reported to HT/ DHOC and local authority
- Reported as necessary to Care Inspectorate and EDC Health & Safety
- Review of incident with involved staff
- Risk assessment carried out
- Adaptations carried out when necessary
- Wellbeing Support available for staff affected by incident
- Supports offered to children and families affected by incident

**1. How many incidents have occurred to which the Duty of Candour applies?**

There have been **0** of incidents between January 2022 and January 2023 to which Duty of Candour has applied.

**2. If so, have the correct persons been notified?**

N/A

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