



Duty of Candour Annual Report

1st April 2022 – 31st March 2023

Perth Autism Support SCIO (SC048183)	Duty of Candour Lead: Ellie Donnan-Thompson
Issue Date:	Status: LIVE
Review Interval: 1 Year	

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 unintended or unexpected events happen that result in death or harm as defined in the Act, 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 how the duty of candour is implemented in our services. This report describes how Perth Autism Support SCIO has operated the duty of candour during the time between April 2022 and March 2023. We hope you find this report useful.

It is worthwhile noting that Perth Autism Support SCIO may often only play a small part in the service users' full journey of support. While impact or outcomes are not always known, where opportunities for learning and improvements are identified through our adverse event process or following feedback from other health and social care services, these will be addressed.

About Perth Autism Support SCIO

Perth Autism Support was established in November 2011 with the sole aim to provide quality autism specific services for children under 16 years old and their families throughout Perth and Kinross. We are the only autism specific charity in Perth and Kinross, and work with NHS Tayside, Perth and Kinross Council and other voluntary sector organisations to provide social activities, information, advice and support. Since 2011 we have expanded our services for children up to the age of 18.

We are aware that a diagnosis of autism can have a profound effect on the whole family, and therefore have events, activities and training that are specific to autistic children and young people, siblings, grandparents and parents/carers.

Our services include, amongst others:

Training – Our training programme has been redeveloped to have a clear process based on evaluations and through our Training Consultation with families in early 2020. It is free for registered parents/carers to attend at a time that is right for them, and bring new questions and needs for information to update their strategies and responses to be appropriate to the age and stage of their child or young person. We also deliver training externally to a range of organisations including Statutory Services, Third Sector and Private Sector nationally across Scotland.

Children's Services – Perth Autism Support is registered to provide a care service to children and young people between the ages of 3 to 18 years. We support children and young people have a diagnosis of autism as well as those who are on the pathway for assessment. Our support is provided on either a one to one or group basis, depending on the needs of each individual young person. We offer a broad range of holiday and afterschool activities to support children and young people in developing skills, confidence, and peer friendships in a fun, engaging environment. For families in rural areas, there can be barriers to accessing support in the city of Perth. Therefore, we also provide Outreach support in the four wider areas of Perthshire to ensure young people and their families can access the same group support as offered in Perth City.

Family and Education Services - The type of support offered by Family Support will be different for each family, based on their individual needs, but will be outcome focused to enable

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and build skills. Such supports include helping the family to facilitate multi-agency working, providing information about Autism to family members, and working with parents/carers individually or in groups to help them understand and support behaviours relating to autism.

Our Education Support Services is a direct link between schools, families and Perth Autism Support offering support to parents and schools with advice, information and strategies.

How have you made sure that you (and your staff) understand your responsibilities relating to the duty of candour and have systems in place to respond effectively? How have you done this?

Do you have a Duty of Candour Policy or written duty of candour procedure?

There is a Duty of Candour Policy which was updated in July 2022 and is mandatory for all staff to read.

Mandatory Duty of Candour e-learning is completed by all staff during the induction process.

Duty of Candour training slides are available for all staff to access via the Scottish Government website.

Bespoke training role play and discussion sessions with Perth Autism Support staff are held annually to provide information on process and policy. Staff must also complete the mandatory annual Duty of Candour e-learning course provided through the NHS.

YES

How many times have you/your service implemented the duty of candour procedure this financial year?	
Type of unexpected or unintended incidents (not relating to the natural course of someone’s illness or underlying conditions)	Number of times this has happened (January 1 – December 31)
A person died	0
A person incurred permanent lessening of bodily, sensory, motor, physiologic 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

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Did the responsible person for triggering duty of candour appropriately follow the procedure? If not, did this result in any under or over reporting of duty of candour?	N/A
What lessons did you learn?	N/A
What learning & improvements have been put in place as a result?	N/A
Did this result in a change / update to your duty of candour policy / procedure?	N/A
How did you share lessons learned and who with?	N/A
Could any further improvements be made?	N/A
What systems do you have in place to support staff to provide an apology in a person-centred way and how do you support staff to enable them to do this?	<p>We have not had any accidents, incidents or issues that have involved duty of candour during April 2022 – March 2023.</p> <p>All staff receive training on Duty of Candour as part of their induction for them to understand when it applies and how to activate the duty.</p> <p>Our reporting system picks up if any incidents are reportable and this cascades into our quality governance reporting.</p> <p>Duty of Candour is part of our overall approach to managing incidents and accidents and integral to our approach and builds on our being open framework. Staff would be supported by a senior manager and all apologies would be offered verbally and in-person and ideally involve the member of staff who dealt with the incident or accident if appropriate.</p> <p>Perth Autism Support SCIO understands that adverse events can be distressing for staff and volunteers as well as people who receive care. Support is available for all staff and volunteers through the line management structure.</p>
What support do you have available for people involved in invoking the procedure and those who might be affected?	

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Please note anything else that you feel may be applicable to report.

As required, Perth Autism Support SCIO will confirm publication of this report to the Care Inspectorate upon completion of the annual report.

The report has been shared with staff internally, is displayed on the PAS website, PAS noticeboards and physical copies are available on request from the Perth Autism Support SCIO office.

If you would like further information regarding this report, please contact:

Ellie Donnan-Thompson
Children's Services Manager
Perth Autism Support SCIO
14 New Row
Perth
PH1 5QA
Tel: 01738 451081
Email: elliedt@perthautismsupport.org.uk

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