**Station Road Medical Practice**

**Duty of Candour Annual Report**

**Year Ending:** 31st March 2023

To fulfil our Duty of Candour responsibilities, this report describes the unintended or unexpected incidents that occurred at our practice during the last year.

**Practice:**Station Road Medical Practice

**Responsible Person:**  Dr T McLaughlin

**Date of report:** 13th April 2023

**Aims and Objectives of the Practice**

Station Road Medical Practice are proud to offer the highest standard of patient-centred healthcare to our patients and to improve the general health and wellbeing of our local population.

**Duty of Candour Responsibilities and Process**

Station Road Medical Practice hold regular clinical and team meetings to discuss our duty of candour responsibilities should any unintended or unexpected incident occur. The full team are aware of and understands the practice Duty of Candour Policy which describes the process to follow should something go wrong. The practice policy identifies the practice contact who should be notified of all incidents and near misses and will conduct an investigation should this be necessary. The practice also submits quarterly complaints data to the NHS Ayrshire & Arran Primary Care Team which would contain details of any Duty of Candour incidents.

**Unexpected or Unintended Incidents**

In the financial year ending 31st March 2023, there were 0 incidents to report which invoked the Duty of Candour Policy.

**Action Taken**

I confirm that for the following incidents the Duty of Candour Policy was followed:

n/a – 0 incidents