

Action Plan

Service Name:	Beautique Aesthetics
Service number:	00803
Service Provider:	Beautique Aesthetics Skin Clinic Limited
Address:	14 Dean Acres, Comrie, Dunfermline, KY12 9XS
Date Inspection Concluded:	22 June 2023

Requirements and Recommendations	Action Planned	Timescale	Responsible Person
Recommendation a: The service should ensure Botulinum toxin is used in line with the manufacturers and best practice guidance and update its medicines management policy to accurately reflect the processes in place (see page 13).	The service will update its medicines management policy to accurately reflect the processes in place regarding the use of Botulinum toxin.	01/09/23	Lorraine Newbigging (Clinic Owner)

Name	Lorraine Newbigging		
Designation	Clinic Owner		
Signature	Lorraine Newbigging	Date	21/08/2023
Circulation type (internal/external): Internal/External			

In signing this form, you are confirming that you have the authority to complete it on behalf of the service provider.

Guidance on completing the action plan.

- **Action Planned:** This must be a relevant to the requirement or recommendation. It must be measurable and focussed with a well-defined description of how the requirement/recommendation will be (or has been) met. Including the tasks and steps required.
- **Timescales:** for some requirements can be immediate. If you identify a requirement/recommendation timescale that you feel needs to be extended, include the reason why.
- **Person Responsible:** Please do not name individuals or an easily identifiable person. Use Job Titles.
- Please do not name individuals in the document.
- If you have any questions about your inspection, the requirements/recommendations or how to complete this action plan, please contact the lead inspector for your inspection.

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