

Action Plan

Service Name:	Beeches Aesthetics
Service number:	01811
Service Provider:	Beeches Aesthetics
Address:	8 Woodside Lane, Lanark, ML11 9FH
Date Inspection Concluded:	26 January 2023

Requirements and Recommendations	Action Planned	Timescale	Responsible person
Requirement 1: The service must ensure that patient care records contain evidence of all relevant clinical decision making, clinical observations and therapeutic interventions (see page 12). Timescale – immediate	Care records with show evidence of all relevant decision making using consultation assessment form which will be photocopied and put in the clients records not just given to them as done just now. All clinical observations and therapeutic interventions will be documented in the record, signed, and dated.	Immediate	Barbara Megahy
Recommendation a: The service should develop and implement a duty of candour policy (see page 8).	Duty of candour policy has been developed and implemented.	Immediate	Barbara Megahy
Recommendation b: The service should ensure staff are trained in the principles of duty of candour (see page 8).	My husband and I will adhere to the policy of candour policy. We do not employ any staff currently.	Immediate	Barbara Megahy

File Name: 20190121 Action Plan Template	Version: 1.0	Date: 21 January 2019
Produced by: IHC Team	Page:1 of 3	Review Date:
Circulation type (internal/external): Internal/External		

Recommendation c: The service should record and review all feedback received, including from social media, and use this to drive improvement (see page 8).	We will drive improvement by auditing the social media and feedback forms.	Immediate	Barbara Megahy
Recommendation d: The service should develop a programme of regular audits to cover key aspects of care and treatment. Audits should be documented and improvement action plans implemented (see page 10).	The service will develop regular audits to cover all aspects of the care and treatments offered within the clinic to complete audits to help improve the quality of the service offered using action plans.	Immediate	Barbara Megahy
Recommendation e: The service should develop and implement a risk register to help manage any risks in the service (see page 10).	A risk register will be implemented to help manage any risk identified within the service.	Immediate	Barbara Megahy
Recommendation f: The service should develop cleaning schedules and should include details of cleaning products, processes and records of completion of cleaning (see page 10).	Each surface, sink and all areas will be itemised on the cleaning schedule with the cleaning products used for each area in accordance with the recommended products.	Immediate	Barbara Megahy
Recommendation g: The service should ensure all entries in patient records are signed and dated by the person making the entries (see page 12).	I will ensure that all records are signed and dated on the front and back of the consent form.	Immediate	Barbara Megahy
Recommendation h: The service should register with the Information Commissioner's Office (see page 12).	I will register with the Information Commissioners Office.	Immediate	Barbara Megahy

File Name: 20190121 Action Plan Template	Version: 1.0	Date: 21 January 2019
Produced by: IHC Team	Page:2 of 3	Review Date:
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Recommendation i: The service should develop a programme of patient care record audits. Audits should be documented and improvement action plans implemented (see page 12).	I will develop audits to examine the patient care records, documenting the outcome and using an action plan to improve the service.	Immediate	Barbara Megahy
Recommendation j: The service should develop and implement a quality improvement plan to formalise and direct the way it drives and measures improvement (see page 15).	I will develop a quality improvement plan to formalise the way in which I can improve the service and measure the effect it has on the service.	Immediate	Barbara Megahy
Recommendation k: The service should formally record the minutes of management meetings. These should include any actions taken and those responsible for the actions (see page 15).	My husband and I will monthly record formally our meetings regarding our business Beeches Aesthetics to enhance patient care and quality.	Immediate	Barbara Megahy

Name	<input type="text" value="Barbara Megahy"/>		
Designation	<input type="text" value="Nurse and owner"/>		
Signature	<input type="text" value="Barbara Megahy"/>	Date	<input type="text" value="09 / 03 /2020"/>
In signing this form, you are confirming that you have the authority to complete it on behalf of the service provider.			