

Action Plan

Service Name:	JR Aesthetics
Service number:	01532
Service Provider:	Julie Robertson
Address:	c/o Sarah Murray Beauty & Skin Clinic, 60 Lochrin Buildings, Gilmore Place, Edinburgh, EH3 9ND
Date Inspection Concluded:	23 April 2023

Requirements and Recommendations	Action Planned	Timescale	Responsible Person
Requirement 1: The provider must demonstrate that all remedial action highlighted from the fixed electrical check carried out on 3 October 2022 is carried out (see page 11). Timescale – immediate	The work was completed on the 8-May-2023. Evidence of this has previously been submitted.	complete	Julie Robertson
Requirement 2: The provider must provide evidence of the safe disposal of clinical waste and containers used to dispose of sharps in line with hazardous waste legislation (see page 11). Timescale – immediate	New clinical waste contract is in place. Evidence of this has previously been submitted.	complete	Julie Robertson

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Requirement 3: The provider must ensure that patient care records are fully completed (see page 13). Timescale – immediate	Patients records have been update, evidence of this has been previously provided		Julie Robertson
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Requirements and Recommendations	Action Planned	Timescale	Responsible Person
Recommendation a: The service should further develop how it reviews and records patient feedback and engagement and use it to drive performance (see page 8).	Pending	In progress	Julie Robertson
Recommendation b: The service should produce an annual duty of candour report, showing the learning from its duty of candour incidents that year and publish them on its website (see page 8).	Pending	In progress	Julie Robertson
Recommendation c: The service should ensure that prescription-only medicines are always stored and administered according to the manufacturer's guidance (see page 11).	The correct process is followed as per manufacturers guidance.	complete	Julie Robertson
Recommendation d: The service should comply with national guidance to make sure	A process is in place to reflect with national guidance.		Julie Robertson

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that the appropriate cleaning products are used for the cleaning of all sanitary fittings, including clinical hand wash basins (see page 11).			
Recommendation e: The service should develop cleaning schedules and should include details of cleaning products, processes and records of completion of cleaning (see page 11).	A cleaning schedule and record of cleaning products used is in place	complete	Julie Robertson
Recommendation f: The service should develop a quality improvement plan to formalise and direct the way it drives performance (see page 15).	Pending	In progress	Julie Robertson

Name

Designation

Signature

J Robertson

Date

05 / 06 / 2023

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

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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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