

## Action Plan

Service Name:	Surface Beauty Aesthetics
Service number:	00429
Service Provider:	Norma Conroy
Address:	Surface Beauty Aesthetics, 78a Queen Street, Edinburgh EH2 4NF
Date Inspection Concluded:	11 January 2023

Requirements and Recommendations	Action Planned	Timescale	Responsible person
<b>Recommendation a:</b> The service should include a programme of audits to cover key aspects of care, treatment and patient outcomes. Audits should be documented and any required improvements included in the improvement action plan (see page 14).	An Audit Programme will be introduced documenting key aspects of patient care.	31 March 2023	Norma Conroy
<b>Recommendation b:</b> The service should ensure that care records include the next of kin details and GP contact in the event of an emergency (see page 14).	Relevant fields to be added to Patient Consent Form	Completed January 2023	Norma Conroy

<b>Recommendation c:</b> The service should ensure that consent to share information with the patient's GP or other health professional is documented in order to evidence that this discussion has taken place (see page 14).	To be added to Patient Consent Form	Completed January 2023	Norma Conroy
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Name	<input type="text" value="Norma Conroy"/>		
Designation	<input type="text" value="Aesthetic Practitioner"/>		
Signature	<input type="text" value="Norma Conroy"/>	Date	<input type="text" value="25/02/2023"/>

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