

Action Plan

Service Name:	Elanic
Service Number:	00246
Service Provider:	Elanic Ltd
Address:	132 Bath Street, Glasgow, G2 2EN
Date Inspection Concluded:	20 March 2024

Requirements and Recommendations	Action Planned	Timescale	Responsible Person
Recommendation a: The service should share its vision and purpose statement with staff and patients (see page 11).	At meeting scheduled for the 10 th of June with the entire staff, the agenda includes sharing the mission and purpose statement. Plans to incorporate our vision and purpose into our	10 th of June 20 th June	Kristian Campbell
Health and Social Care Standards: My support, my life. I have confidence in the organisation providing my care and support. Statement 4.19	email correspondence with our patients.	Zo" June	Mark Burrell

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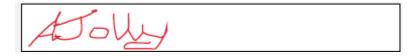
Recommendation b: The service should service should ensure that the complaints information for patients is accessible (see page 18). Health and Social Care Standards: My support, my life. I have confidence in the organisation providing my care and support.	Contacted website management team to add Complaints section to the website with the Elanic Policy.	6 th June 2024	Ashleigh Jolly
Recommendation c: The service should complete and submit a self-evaluation when requested by Healthcare Improvement Scotland (see page 22). Health and Social Care Standards: My support, my life. I have confidence in the organisation providing my care and support. Statement 4.19	Reminders set for prior to self-evaluation submission date. Completed.	29 th May 2024	Ashleigh Jolly
Recommendation d: The service should service should have an induction programme for all new staff, including those working under practicing privileges (see page 22). Health and Social Care Standards: My support, my life. I have confidence in the people who support and care for me. Statement 3.14	Induction already in place for new employees. Updated Induction process being implemented for all practitioners with PP's.	1 st July 2024	Mark Burrell



Recommendation e: The service should review the pre-employment procedure and the information requested for those granted practicing privileges in line with the Scottish Government's Safer Recruitment through Better Recruitment guidance (2016) (see page 22).	Practitioners with PP's have been with Elanic for several years. All new Practitioners requesting PP's follow the PP process, ensuring all pre-employment requirements are met. Completed	29 th May 2024.	Mark Burrell
Health and Social Care Standards: My support, my life. I have confidence in the organisation providing my care and support. Statement 4.24			

Name Ashleigh Jolly Designation Clinic Manager Signature Date 29/05/24	Name	Achloigh Iolly			
20/05 04					
Signature Date 29/05/24	Designation	Clinic Manager			
	Signature		Date	29/05/24	

Outdance on completing the action plan.



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- 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 the timescale for completion is immediate. If you identify a requirement/recommendation timescale that you feel needs to be extended, include the reason why.
- Please do not name individuals or an easily identifiable person in this document. Use Job Titles.
- If you have any questions about your inspection, the requirements/recommendations or how to complete this action plan, please contact the lead inspector.

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