

Action Plan

Service Name:	Albyn Hospital
Service Number:	00041
Service Provider:	Circle Health Group Limited
Address:	21-24 Albyn Place, Aberdeen, AB10 1RW
Date Inspection Concluded:	14 & 15 November 2023

Requirements and Recommendations	Action Planned	Timescale	Responsible Person
Recommendation a: The service should implement a formal process for clinical supervision of trained staff (see page 22).	The SMT hold managerial line management as do Heads of department causing conflict with the principles of restorative supervision. CHG DCS for Kings Park, Ross Hall and Albyn have agreed to provide peer supervision cross site to deliver on this objective. A meeting is planned across the three sites for 10/01/24.	June 2024	Director of Clinical Services
Recommendation b: The service should ensure that appropriate cleaning products are used for the cleaning of all sanitary fittings, including clinical wash hand basins, in line with national guidance (see page 27).	National Guidance now being followed with a local SOP being drafted to provide details. Additional training has been organised for housekeeping staff for the week beginning the 8 th of January 2024.	Immediate	Director of Operations

Name	<input type="text" value="Bets Welman"/>
Designation	<input type="text" value="Executive Director"/>
Signature	<input type="text" value="Bets Welman"/>
Date	<input type="text" value="05/01/2024"/>

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 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.

File Name: IHC Inspection Post Inspection - Action Plan template AP	Version: 1.1	Date: 8 March 2023
Produced by: IHC Team	Page:2 of 2	Review Date:
Circulation type (internal/external): Internal/External		