

Castle Craig Hospital

Duty of Candour Annual Report

1st April 2025 – 31st March 2026



Background

Duty of candour became a legal requirement in Scotland in 2018. This means that should an error occur during treatment, the people affected understand what has happened, receive an apology, and that we assimilate learning points and corrective actions into our treatment and service going forward.

An important part of this duty is that we provide an annual report about the duty of candour at Castle Craig. This brief report describes how Castle Craig Hospital has implemented duty of candour from 1st April 2025 to 31st March 2026.

Preparation

The Hospital has a Duty of Candour policy which was implemented in April 2018. This was cascaded to all staff and is supported by regular refresher training to the nursing team.

The Hospital's Incident Report template includes a Duty of Candour reporting field, and all nursing staff have been notified of the requirement to use this form and to familiarise themselves with Duty of Candour policy requirements.

The Hospital also has an information leaflet available to all patients explaining Duty of Candour in accessible terminology.

Implementation of Duty of Candour

In the period April 2025 – March 2026, there have been no incidents where duty of candour has been evoked in accordance with Castle Craig's and national policy.

A person's treatment increased	N/A
A person died	N/A
A person incurred permanent lessening of bodily, sensory, motor, physiologic or intellectual functions	N/A
The structure of a person's body changed	N/A
A person's life expectancy shortened	N/A
A person's sensory, motor or intellectual functions was impaired for 28 days or more	N/A
A person experienced pain or psychological harm for 28 days or more	N/A
A person needed health treatment in order to prevent them dying	N/A
A person needing health treatment in order to prevent other injuries as listed above	N/A
Total	0

Any event that triggers duty of candour will be reported through the hospital's incident reporting system. The governance department records all incidents within 24 hours and where necessary directs immediate action. Some incidents will require reporting to either Healthcare Improvement Scotland, RIDDOR, or the Information Commissioner's Office in line with their various notification requirements.

In the event that duty of candour is evoked, Castle Craig policy directs that an explanation and apology is immediately offered. Any action required is taken and reported at management level. A learning review, which may incorporate a corrective action plan, allows those involved to identify and implement positive changes for the future.

Summary

Our staff are vigilant to the need for full accountability and transparency in all their interactions with our patients. As required by legislation and in the spirit of openness, we will report on all implementation of Duty of Candour annually in the public domain on Castle Craig's website.

Sara Jones
Clinical Operations Manager
Castle Craig Hospital
31 March 2026