

Whistleblowing Policy

Version Control Sheet

VERSION	DATE OF REVIEW	IMPLEMENTED AND AUDITED BY	STATUS	COMMENTS
4	01/04/2024	Ann Kelly (Registered Manager)	Active	To be reviewed 01/04/2025

Purpose

This policy sets out the position of Clinical24 Staffing Limited on the question of whistleblowing and provides detailed advice.

Statement

As an organisation where the highest standards of integrity and trust are expected by our Clients Clinical24 Staffing Limited is committed to maintain exemplary levels of honesty, openness and transparency in all its dealings and actions. Therefore, Clinical24 Staffing Limited treats unprofessional conduct very seriously, whether it is committed by managers, workers, suppliers or contractors.

It is recognised that a worker may find it difficult to raise concerns of malpractice or misconduct. This policy will provide a means to raise any concerns so that they can be investigated properly, sensitively and in confidence. Clinical24 Staffing Limited also recognises the need to ensure any worker using this system is protected from receiving or suffering any disadvantage as a result of raising a concern in good faith.

Procedure and Guidance

Whistleblowing is a term used when someone who works in or for an organisation raises a concern about a possible fraud, crime, danger or other serious risk that could threaten customers, colleagues, shareholders, the public or the organisation's own reputation.

If any worker brings information about a wrongdoing to the attention of their employers or a relevant organisation, they are protected in certain ways under the Public Interest Disclosure (Northern Ireland) Order 1998, so people are encouraged to speak out if they find malpractice in an organisation.

Public Interest Disclosure

“Blowing the whistle” is more formally known as 'making a disclosure in the public interest.' Disclosure of information is information, which, in the reasonable belief of the worker making the disclosure, tends to show one or more of the following:

- That a criminal offence has been committed, is being committed or, is likely to be committed.
- That a person has failed, is failing, or is likely to fail to comply with any legal obligation to which he is subject.
- That a miscarriage of justice has occurred, is occurring, or is likely to occur.
- That the health or safety of any individual has been, is being, or is likely to be endangered.
- That the environment has been, is being, or is likely to be damaged.
- That information tending to show any matter falling within any one of the preceding paragraphs has been, is being, or is likely to be deliberately concealed.

Any worker who has a concern regarding malpractice and misconduct within Clinical24 Staffing Limited, related to the above should raise that concern internally, rather than externally, wherever possible. The worker is free to choose to whom the matter is to be disclosed but it is recommended that he/she reports the matter to the Registered Manager in the first instance.

Should the report concern the Registered Manager then the matter can be disclosed to the Head of Nursing. This policy is not intended however to replace Clinical24 Staffing Limited's Grievance Procedure that remains the proper method of dealing with issues of a personal nature relating to matters of work.

Matters can be raised either verbally or in writing.

- Disclosures should be provided with full details and, where possible, supporting evidence.
- Any disclosure made under this policy will be treated in the strictest of confidence.
- Any origin of an allegation will be kept confidential wherever possible.
- Anonymous disclosures may be made; however, this type of disclosure can make investigations difficult.

Upon receipt of a disclosure made under this policy, the Registered Manager will confirm to the worker what steps will be taken to investigate the matter, the likely timeframe and how the outcome may be communicated. The manner in which such an investigation takes place, and the precise steps which may be necessary to reach a conclusion will usually reflect the seriousness and/or complexity of the allegations in the disclosure.



- Anyone reporting allegations will be given appropriate advice and support during the process.
- Where possible Clinical24 Staffing Limited will inform the worker of the outcome of the investigation.

On occasion, and at its discretion, Clinical24 Staffing Limited may identify a third party to investigate the matter and report its findings.

It is both a fundamental principle and a legal requirement that workers will not be punished or subject to detrimental action as a result of making a disclosure in accordance with this policy. Any harassment, victimisation or less favourable treatment of any persons will be treated as a disciplinary offence.

Should any worker make a disingenuous disclosure i.e., in order to cause disruption to Clinical24 Staffing Limited or without reasonable belief, or accuracy, disciplinary action may be taken against such an individual.


Use of this policy will not affect any duty of confidentiality a worker may owe Clinical24 Staffing Limited. Under the duty of confidentiality workers may not disclose confidential information about Clinical24 Staffing Limited without authorisation.

In all cases workers are encouraged to exhaust Clinical24 Staffing Limited’s internal procedures before considering the possible contact of external sources.

Review and Updates

This Policy will be reviewed annually to ensure its effectiveness, relevance, and compliance with evolving regulatory requirements.

Next Review

Reviewed by:	Ann Kelly
Title:	Registered Manager
Signed:	
Last Review Date:	01/04/2024
Actions:	Address Updated

Next Review Date: April 2025