

REPORTING SUSPECTED FRAUD, THEFT OR OTHER FINANCIAL IRREGULARITY

1.1 If you suspect fraud or wrong-doing, you should report this via one of the following routes:

- Contact the Head of Finance and Corporate Governance (Fraud Liaison Officer)
- Contact the Executive Director of Corporate and Customer Services (Fraud Champion)
- Contact Crimestoppers on 08000 151628
- You may report your suspicions via the CFS Website www.cfs.scot.nhs.uk.
- You may if you prefer contact the Lead Internal Auditor of our outsourced internal audit service. Contact details are David Archibald, 01382 200055 or David.Archibald@hlca.co.uk
- You may also follow the [Whistleblowing Policy](#) to raise your concern.

Please note:

Counter Fraud Services hotline and online reporting services are powered by **Crimestoppers**. This offers access 24 hours a day and seven days a week, with complete anonymity and confidentiality.

1.2 After your concern is raised, a decision will be made about who is best placed and has the right skills to investigate the concern.

It is important that you do not:

- try to investigate any concerns yourself
- discuss your concerns outside of the contact routes described in 1.1 above
- confront anyone, whether an employee or not, about your suspicions
- ignore your concerns.

1.3 This is because:

- you may alert those you suspect to a potential investigation
- evidence could be destroyed
- evidence could be compromised and may not be usable in any investigation or prosecution if it has been interfered with

- relationships between employees, suppliers or partner agencies could be damaged

the Care Inspectorate's reputation could be damaged unnecessarily.