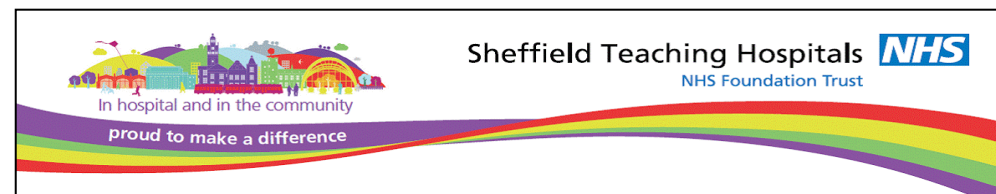


DESKTOP COUNTER FRAUD GUIDE



FRAUD is the dishonest intent to obtain a financial gain from, or cause a financial loss to a person or party through false representation, failing to disclose information or abuse of position.

CORRUPTION is the deliberate use of bribery or payment of benefit-in-kind to influence an individual to use their position in an unreasonable way to help gain advantage for another.

✓ Do

- **Note your concerns**
Record details such as your concerns, names, dates, times, details of conversations and possible witnesses. Time, date and sign your notes.
- **Retain evidence**
Retain any evidence that may be destroyed, or make a note and advise your LCFS.
- **Report your suspicion**
Delays may lead to further financial loss.

If you suspect that fraud against the NHS has taken place, you must report it immediately, by either:

- contacting the Director of Finance
- directly contacting the Local Counter Fraud Specialist
- contacting the NHS Fraud and Corruption Reporting Line

✗ Do Not

- **Confront the suspect or convey concerns to anyone other than those authorised, as listed below**
Never attempt to question a suspect yourself; this could alert a fraudster or accuse an innocent person.
- **Try to investigate or contact the police directly**
Never attempt to gather evidence yourself unless it is about to be destroyed; gathering evidence must take into account legal procedures in order for it to be useful. Your LCFS can conduct an investigation in accordance with legislation.
- **Be afraid of raising your concerns**
The Public Interest Disclosure Act 1998 protects employees who have reasonable concerns. You will not suffer discrimination or victimisation by following the correct procedures.
- **Do nothing!**

Do you have concerns about fraud taking place within the NHS? If so, any information can be passed confidentially to the NHS Fraud and Corruption Reporting Line on **0800 028 40 60** or online at www.reportnhsfraud.nhs.uk



Your Local Counter Fraud Specialist is Robert Purseglove, who can be contacted by telephoning 01709 428701 or by email at robert.purseglove@nhs.net

The Counter Fraud Team can be contacted by email at counterfraud@emias.nhs.uk and if you would like further information about local counter fraud work, visit our intranet site at www.360assurance.co.uk
For more information about the NHS Counter Fraud Service, go to www.nhsprotect.nhs.uk



Protecting your NHS