

## **Bribery Act – Explanation, Risk Assessment, Training Example and example anti-bribery policy – for a physiotherapist owned UK physiotherapy practice?**

### **Contents:**

- 1. What does a small privately owned UK physiotherapy practice have to do to comply with the bribery act?**
- 2. A UK Bribery Act risk assessment template for a physiotherapist owned UK physiotherapy practice?**
- 3. Introduction to Bribery Act Training**
- 4. An example UK Bribery Act anti-bribery policy for a physiotherapist owned UK physiotherapy practice?**

### **1. What does a small privately owned UK physiotherapy practice have to do to comply with the bribery act?**

**Physio First edited BARD reply:** -The Bribery Act 2010 is a law in the United Kingdom that makes it a criminal offense to offer, accept, or request a bribe. The Act applies to all UK businesses, including small privately owned physiotherapy practices.

To comply with the Bribery Act, small privately owned physiotherapy practices must:

- **Have a written anti-bribery policy.** The policy should set out the practice's commitment to preventing bribery and should explain what is and is not acceptable behaviour. The policy should be reviewed and updated regularly.
- **Appoint a compliance officer.** The compliance officer should be responsible for overseeing the practice's anti-bribery compliance program. The compliance officer should be a senior member of staff who has the authority to implement the practice's anti-bribery policy.
- **Provide training to staff.** All staff should be trained on the Bribery Act and the practice's anti-bribery policy. The training should cover the risks of bribery and how to avoid them.
- **Carry out due diligence.** Before working with new clients or suppliers, the practice should carry out due diligence to assess the risk of bribery. This may involve checking the client or supplier's reputation and conducting background checks.
- **Monitor and report bribery.** The practice should have systems in place to monitor and report bribery. This may involve having a confidential reporting hotline and investigating any allegations of bribery.

In addition to the above, small privately owned physiotherapy practices should also consider the following:

- **The practice's industry and risk profile.** The risk of bribery will vary depending on the practice's industry and risk profile. For example, practices that operate in high-risk countries or that deal with government officials may be at a higher risk of bribery.
- **The practice's size and resources.** Smaller practices may not have the same resources as larger practices to implement anti-bribery compliance programs. However, all practices, regardless of size, are still subject to the Bribery Act.

Failure to comply with the Bribery Act can result in significant penalties for both the practice and its individual staff. Penalties can include fines of up to £10 million, imprisonment of up to 10 years, and exclusion from public contracts.

It is important for small privately owned physiotherapy practices to take steps to comply with the Bribery Act. By implementing effective anti-bribery compliance programs, practices can protect themselves from the risk of bribery and ensure that they are operating in a legal and ethical manner.

## 2. A UK Bribery Act risk assessment template for a physiotherapist owned UK physiotherapy practice?

For a link to a Word version, click [here](#)

**Physio First edited BARD reply:** -UK Bribery Act Risk Assessment Template

Practice Name: [Practice Name]

Date: [Date]

Assessor: [Assessor Name]

### 1. Scope

This risk assessment is intended to identify and assess the risks of bribery faced by a physiotherapist owned UK physiotherapy practice. The assessment will consider the practice's activities, clients, suppliers, and staff.

### 2. Activities

The practice provides the following physiotherapy services:

- [List of services]

The practice operates from the following locations:

- [List of locations]

The practice has the following number of staff:

- [Number of staff]

### 3. Clients

The practice's clients include:

- [List of client types]

The practice's clients are located in the following countries:

- [List of countries]

### 4. Suppliers

The practice's suppliers include:

- [List of supplier types]

The practice's suppliers are located in the following countries:

- [List of countries]

### 5. Staff

The practice's staff includes the following roles:

- [List of staff roles]

The practice's staff are located in the following countries:

- [List of countries]

## 6. Risk Assessment

The following table identifies and assesses the risks of bribery faced by the practice:

Risk Factor	Likelihood Impact		Controls
Offering or accepting bribes to clients	Low	Medium	Anti-bribery policy, training, due diligence
Offering or accepting bribes to suppliers	Low	Medium	Anti-bribery policy, training, due diligence
Offering or accepting bribes to government officials	Low	High	Anti-bribery policy, training, due diligence
Bribery by staff	Low	Medium	Anti-bribery policy, training, whistleblowing hotline

## 7. Overall Risk

The overall risk of bribery faced by the practice is low. However, the practice must still take steps to mitigate the risks identified in this assessment.

## 8. Action Plan

The following action plan will be implemented to mitigate the risks of bribery:

- Review and update the practice's anti-bribery policy
- Provide anti-bribery training to all staff
- Implement a whistleblowing hotline
- Carry out due diligence on new clients and suppliers

## 9. Review

This risk assessment will be reviewed annually or more frequently if necessary.

## 10. Approvals

This risk assessment has been approved by the following:

- [Name]
- [Title]
- [Date]

### 3. Introduction to Bribery Act Training

The best free training on the Bribery Act that we can find is this 27 minute Introduction to Anti Bribery / Anti Corruption | WorkRite Webinars produced by Posturite. Although produced in 2015 it covers the principles and gives a good question and answer insight into what constitutes a breach of the act as well as an insight into how serious this is

<https://www.youtube.com/watch?v=z0KKuZWGZ4A&t=1143s>

In general terms risks of bribery faced by a member's practice is generally low, but as per the template below, the law requires every business (large and small) to undertake that risk assessment:

### 4. An example UK Bribery Act anti-bribery policy for a physiotherapist owned UK physiotherapy practice?

**Physio First edited BARD reply:** UK Bribery Act Anti-Bribery Policy for a Physiotherapist Owned UK Physiotherapy Practice

#### Policy Statement

[Practice Name] is committed to preventing bribery and corruption. We believe that bribery is unethical and can have a serious impact on our business, our reputation, and our patients.

This policy sets out our commitment to preventing bribery and outlines the procedures that we will follow to ensure that we comply with the Bribery Act 2010.

#### Scope

This policy applies to all staff, contractors, and agents of [Practice Name], regardless of their location or position.

#### Anti-Bribery Principles

We are committed to the following anti-bribery principles:

- We will not offer, accept, or request bribes.
- We will not engage in any conduct that is likely to be perceived as bribery.
- We will take all reasonable steps to prevent bribery from occurring within our business.

#### Prohibited Activities

The following activities are prohibited under this policy:

- Offering or accepting bribes, including cash, gifts, hospitality, or any other form of payment or benefit.
- Making facilitation payments, even if they are legal in the country in which they are made.
- Bribing government officials, including foreign officials.
- Engaging in any other form of corrupt conduct.

### **Due Diligence**

We will carry out due diligence on all new clients, suppliers, and partners to assess the risk of bribery. This due diligence may include:

- Checking the client's or supplier's reputation.
- Conducting background checks on the client's or supplier's key personnel.
- Obtaining references from other businesses that have worked with the client or supplier.

### **Gifts and Hospitality**

We have a strict policy on gifts and hospitality. We will not offer or accept gifts or hospitality that are excessive or could be perceived as a bribe.

### **Training**

We will provide anti-bribery training to all staff. This training will cover the Bribery Act, our anti-bribery policy, and how to identify and prevent bribery.

### **Whistleblowing**

We encourage staff to report any concerns they have about bribery or corruption. We have a confidential whistleblowing dedicated person that staff can use to report their concerns.

### **Monitoring**

We will monitor our compliance with this policy on an ongoing basis. This may include reviewing our training materials, carrying out audits, and investigating any reports of bribery or corruption.

### **Enforcement**

Any breach of this policy will be treated seriously. We will take appropriate disciplinary action, including dismissal, against any staff member who breaches this policy. We may also report breaches of this policy to the relevant authorities.

### **Review**

This policy will be reviewed annually or more frequently if necessary.

### **Approvals**

This policy has been approved by the following:

- [Name]
- [Title]
- [Date]