

INTER-AGENCY SAFEGUARDING ADULTS PROCEDURE

Version 10

(Best printed on A3 for display purposes)



Teeswide Safeguarding Adults Inter-Agency Procedure

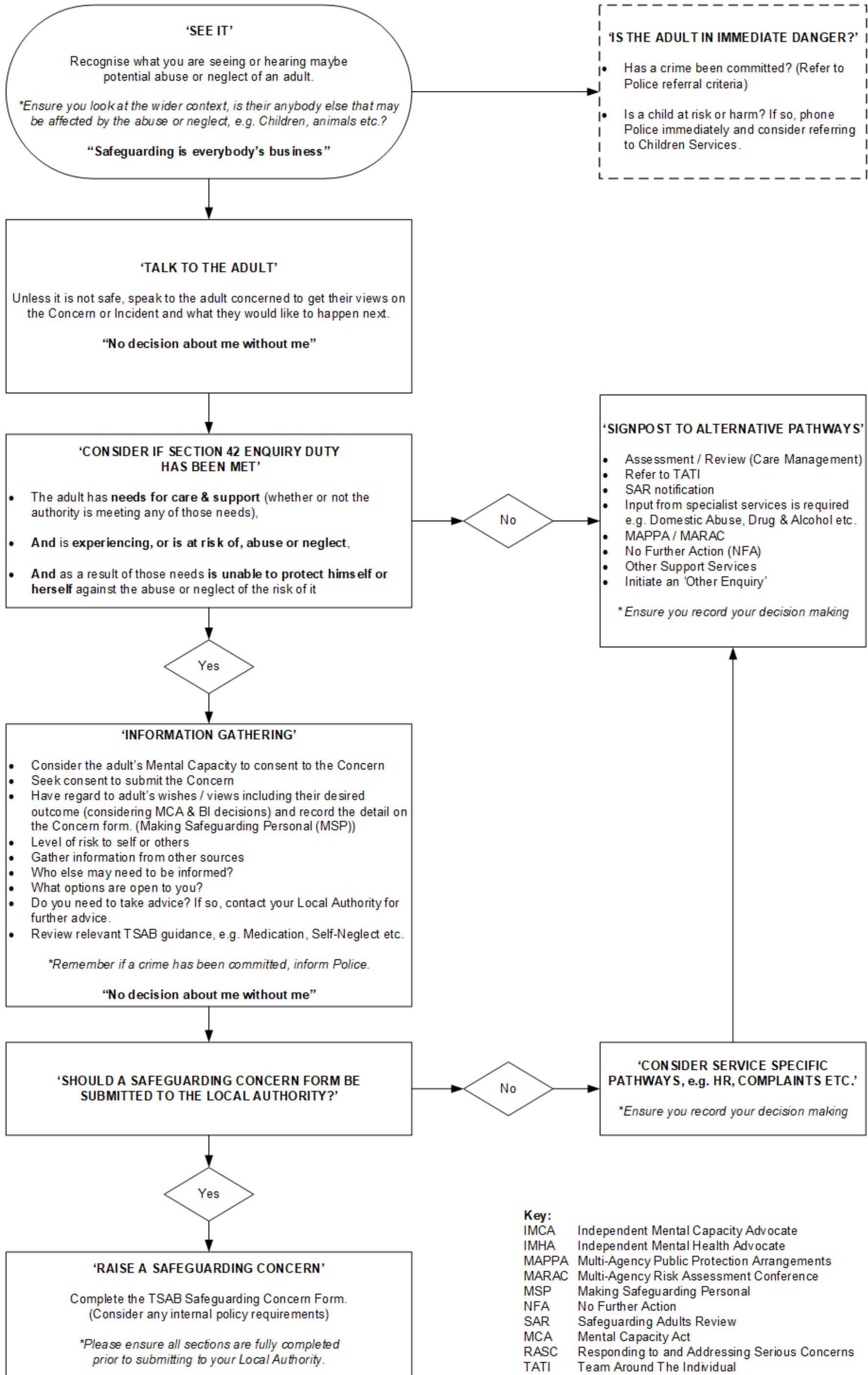
Change Record

Revision Number	Date Approved by the Board	Change Record	Links to Other Policies	Review Date:
9.1	16.11.2018	Vision Statement updated	All other Teeswide Safeguarding Adults Policies	Nov-20
10	11.12.2019	Full Review of Procedures	All other Teeswide Safeguarding Adults Policies	Dec-22



Teeswide Safeguarding Adults Board (TSAB) Adult Safeguarding Procedure – Raising a Safeguarding Concern Flowchart (Stage 1 – Referrer)

FEEDBACK: Ensure at every stage the adult at risk (or their advocate or representative) are involved, consider the need for advocacy (IMCA) and asked if their outcomes are the same or have changed. Ensure that feedback is given to the person raising the concern, as appropriate. Agencies involved in the enquiry should receive feedback at every stage.



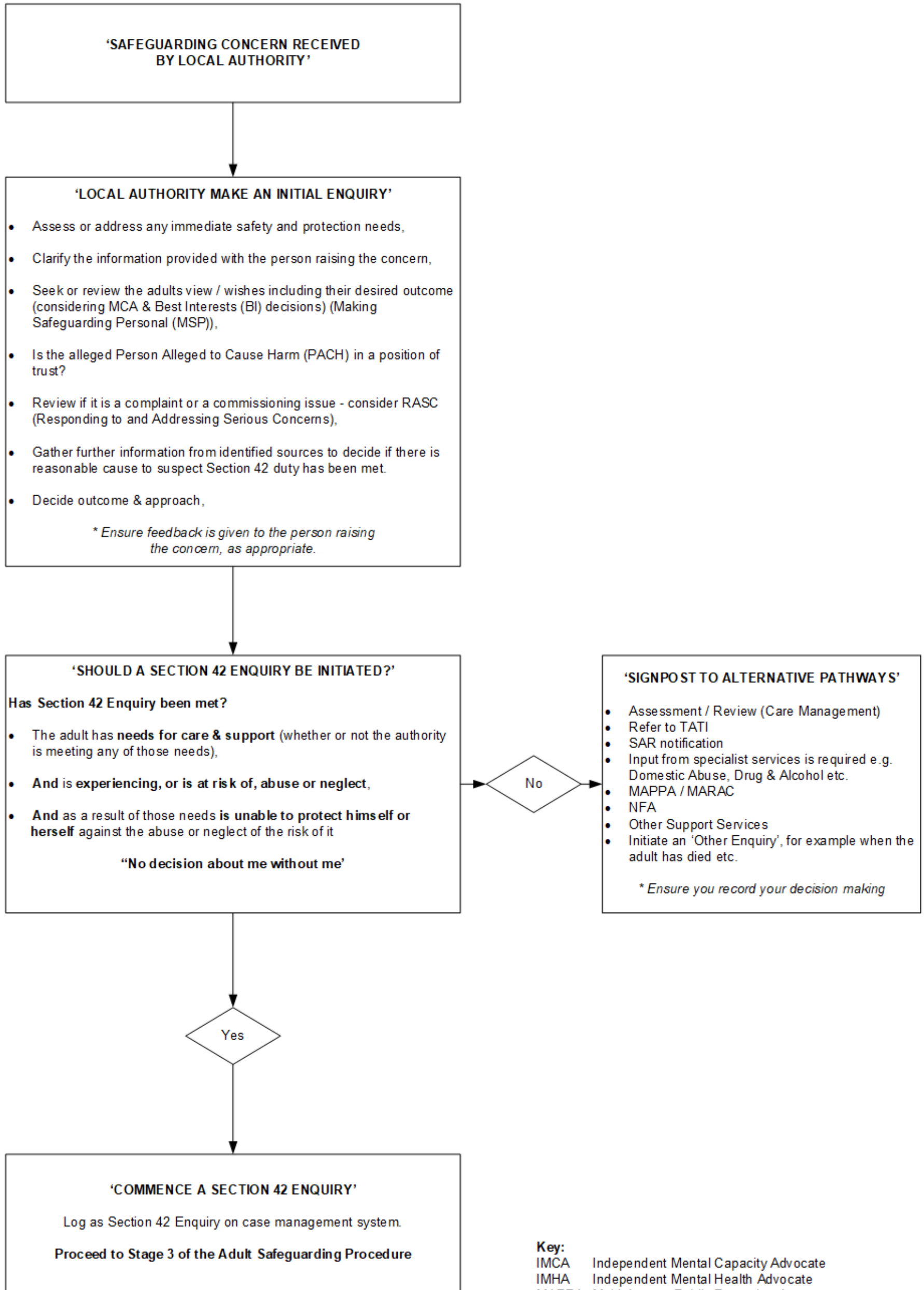
Stage 1 (within 1-day) - Referrer

- Key:**
- IMCA Independent Mental Capacity Advocate
 - IMHA Independent Mental Health Advocate
 - MAPPA Multi-Agency Public Protection Arrangements
 - MARAC Multi-Agency Risk Assessment Conference
 - MSP Making Safeguarding Personal
 - NFA No Further Action
 - SAR Safeguarding Adults Review
 - MCA Mental Capacity Act
 - RASC Responding to and Addressing Serious Concerns
 - TATI Team Around The Individual



Teeswide Safeguarding Adults Board (TSAB) Adult Safeguarding Procedure – Safeguarding Concern Received Flowchart (Stage 2 – Local Authority)

FEEDBACK: Ensure at every stage the adult at risk (or their advocate or representative) are involved, consider the need for advocacy (IMCA) and asked if their outcomes are the same or have changed. Ensure that feedback is given to the person raising the concern, as appropriate. Agencies involved in the enquiry should receive feedback at every stage.



Stage 2 (within 3-days) – Local Authority

- Key:**
- IMCA Independent Mental Capacity Advocate
 - IMHA Independent Mental Health Advocate
 - MAPPA Multi-Agency Public Protection Arrangements
 - MARAC Multi-Agency Risk Assessment Conference
 - MSP Making Safeguarding Personal
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Teeswide Safeguarding Adults Board (TSAB) Adult Safeguarding Procedure – Section 42 Enquiry Flowchart (Stage 3 – Local Authority)

Six Key Safeguarding Principles

- Empowerment**
People being supported and encouraged to make their own decisions and informed consent.
- Prevention**
It is better to take action before harm occurs.
- Proportionality**
The least intrusive response appropriate to the risk presented.
- Protection**
Support and representation for those in greatest need.
- Partnership**
Local solutions through services working with their communities. Communities have a part to play in preventing, detecting and reporting neglect and abuse.
- Accountability**
Accountability and transparency in delivering safeguarding.

Stage 3 (within 7-days – if not possible record the reason why) – Local Authority

‘SECTION 42 STATUTORY DUTY OF ENQUIRY TO BE CONDUCTED’

The Local Authority retains accountability and oversight of the enquiry and outcomes, ensuring the six key Safeguarding Principles are adhered to.

‘PLANNING THE SECTION 42 ENQUIRY’

- Review the immediate safety and protection needs of the adult
- Seek or review the adult’s views / wishes including their desired outcomes, considering MCA & Best Interests (BI) decisions (MSP)
- Review whether the adult requires an independent advocate
- Review what action is needed and identify who will carry out the enquiry.

“No decision about me without me”

‘THE SECTION 42 ENQUIRY’

- Establish facts (ensure Criminal Activity has been reported to Police and any quality of service issues are reported to Commissioners / CQC). Consider Responding to and Addressing Serious Concerns (RASC) Protocol
- Ascertain the adult’s views and wishes
- Assess the needs of the adult for protection, support and redress and how they might be met
- Consider if the enquiry could be undertaken through a conversation with the adult face-to-face / over the telephone or whether a multi-agency perspective is needed
- Ensure information is sought from all relevant people
- Initiate an ‘Other Enquiry’, for example when the adult has died etc.
- Formulate and agree an Adult Safeguarding Plan

‘ADULT SAFEGUARDING PLAN’

Adult Safeguarding plan is formulated and agreed.

The plan should:

- Be person-centred and outcome focused
- Be proportionate and least restrictive
- Be made with full participation of the adult, or their representative or advocate as appropriate
- Wherever possible, designed to reflect and aim to achieve the adult’s desired outcomes
- Not be risk averse
- Reflect a positive risk taking approach
- Be clear how the plan will promote the wellbeing of the adult
- Set timescales for the monitoring and review of the plan. These should be set individually when formulating the plan, and should reflect the circumstances and level of risk involved.
- Identify who the lead professional is and who will take the lead with responsibility to monitor and review the agreed plan. Ensure that all involved in delivering the plan are clear about their roles and actions.

NB. The plan could be anything from a single action to a more comprehensive plan.

‘REVIEW OF ADULT SAFEGUARDING PLAN’

Adult Safeguarding Plan is reviewed to evaluate:

- Progress and the effectiveness of the Adult Safeguarding Plan
- Whether the Adult’s outcomes have been achieved
- Review the current / ongoing level of risk
- Decide if the Section 42 Enquiry can be concluded.

‘CONTINUE / REVISE PLAN’

* Refer back to the Adult Safeguarding Plan section

‘SECTION 42 ENQUIRY DUTY – CONCLUDED’

- Consider whether a referral needs to be made to TATI
- Consider if a SAR notification is required
- Consider if the Adult requires input from specialist services, e.g. Domestic Abuse, Drug & Alcohol etc. and/or other support services
- Consider whether a referral is needed to MAPP / MARAC
- Ensure your decision making to conclude the Section 42 Enquiry is recorded. If No Further Action (NFA) under Safeguarding, ensure the reasons are logged
- Review the risk outcomes (Risk Remained, Risk Reduced, Risk Removed).

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Stage 3 (within 28-days – where reasonably practical or timescale determined at Multi-Agency Meeting) – Local Authority

FEEDBACK: Ensure at every stage the adult at risk (or their advocate or representative) are involved, consider the need for advocacy (IMCA) and asked if their outcomes are the same or have changed. Ensure that feedback is given to the person raising the concern, as appropriate. Agencies involved in the enquiry should receive feedback at every stage.