



## Inter-Agency Safeguarding Adults Concern Form STRICTLY CONFIDENTIAL

**If you suspect that someone is being harmed and they are in immediate danger you should ring the police on 999.** Where a crime has been committed and the police require informing but there is no immediate danger call **101** (for further information see guidance at the end of this form). In all other situations, please contact the relevant Local Authority (as detailed below). If there are any concerns about children please refer to the relevant contact within the Local Authority (see guidance).

**Please complete the form in full.** All completed forms should be emailed and a follow-up telephone call made to ensure safe receipt.

Local Authority	Team	Telephone Number	Email Address
Hartlepool	Early Intervention Adults Team	01429 523390	<a href="mailto:ISPA@hartlepool.gov.uk">ISPA@hartlepool.gov.uk</a>
Middlesbrough	Adult Access Team	01642 065070	<a href="mailto:adultaccessteam@middlesbrough.gov.uk">adultaccessteam@middlesbrough.gov.uk</a>
Redcar & Cleveland	Adult Access Team	01642 065070	<a href="mailto:AccessAdultsTeam@redcar-cleveland.gov.uk">AccessAdultsTeam@redcar-cleveland.gov.uk</a>
Stockton-on-Tees	First Contact Adults	01642 527764	<a href="mailto:FirstContactAdults@stockton.gov.uk">FirstContactAdults@stockton.gov.uk</a>
Out of Hours* Tees Valley	Emergency Duty Team	01642 524552	N/A

\*Weekdays: Monday – Thursday (5pm-8.30am). Weekends: Friday (from 4.30pm), all day Saturday and Sunday and public holidays

**Please complete all sections of the form in as much detail as possible. You can easily navigate through each section by pressing F11 on your keyboard. To select a tick box, double click on the box and select 'checked'. Or you can print and hand write legibly in black ink on the form and then scan/email this.**

SECTION 1: DETAILS OF ADULT AT RISK OF HARM OR ABUSE					
Name	George Poplar	DOB	10/03/1960	Gender	Male
Home Address	2 Hudson Quay, Middlesbrough			Post Code	TS2 1QG
Current Address				Post Code	
Ward Number (if hospital)			Unit Name (if care home)		
Telephone Number	0000	Religion			
Ethnicity <small>The adult can self-declare, otherwise please select from list of options using drop down menu</small>	White - British <small>Choose an item. Please refer to the guidance if you are hand writing this form</small>		Nationality	British	
Interpreter needed?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Language Required		

<b>In your opinion does the Adult at Risk have the mental capacity to understand what has happened to them?</b>		Yes x	No <input type="checkbox"/>
Is the adult aware of the Concern?		Yes x	No <input type="checkbox"/>
If No, why not?			
Does the adult consent to the Concern being raised?		Yes x	No <input type="checkbox"/>
<b>Does the Adult at risk have any care /support needs or vulnerabilities?</b> (refer to guidance information)	<b>(Please describe – this section <b>MUST</b> be completed)</b> Mr Poplar has a number of health conditions that prevents him from being able to undertake some routine tasks, such as dressing and making his meals. Mr Poplar has issues with alcohol consumption that further makes him vulnerable		
<b>As a result of their care and support needs/ vulnerabilities, is the adult unable to protect themselves?</b> (refer to guidance information)	Yes x	No <input type="checkbox"/>	

**SECTION 2: DETAILS OF CONCERN BEING RAISED**

Location of alleged incident/concern (please see list of options – if 'other' please specify)		Choose an item. Own Home  Please refer to the guidance if you are hand writing this form	
Address where incident occurred	2 Hudson Quay	Post Code	TS2 1QG
Date of incident/concern	21/01/2022	Time of incident/concern	Unknown

Please indicate the **main** type of abuse suspected (refer to guidance information)

Discriminatory	Domestic	Financial or Material	Modern Slavery	Neglect and Acts of Omission	
<input type="checkbox"/>	x	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Organisational	Physical	Psychological	Self-Neglect	Sexual Abuse	Sexual Exploitation
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Factual details of alleged incident/concern**  
This should include a clear **factual outline** of the concern being raised with details of times, dates, people and places where appropriate.

Mr Poplar lives with his daughter who is down as his fulltime carer. Over the past week commencing 19/01/2022 we have received complaints regarding the noise coming from the property. Neighbours have reported a lot of shouting and banging of doors. As Housing Services Coordinator I visited the property on the 18/01/2022 but got no reply so left a card asking him to contact me. Mr Poplar contacted me that day and said he was out with daughter when I called. I explained my reason for the visit and he admitted that his daughter and him had been arguing. He seemed quite subdued to previous conversations that I had had with him. I asked if I could arrange a visit suitable to him to pop out and have a chat. He said he was free on the 21/01/2022 at 1.00pm.

I called to the property and Mr Poplar was home alone. I asked him about the arguing with his daughter and said that over the past month she has become very aggressive and ordering him about. He said she has threatened him by putting him in a home as he is just a pain and she wants to lead her life without him. I asked Mr Poplar how he feels about this and he said that he is frightened and doesn't feel he can talk to her anymore or say no to her. I asked if there has been any violence, he hesitated then disclosed that the other day she pushed him into his chair and told him not to move or she would hit him with his walking stick. I said to Mr Poplar that I am concerned about this behaviour and asked for his consent to speak to Social care and submit a safeguarding referral. At 1<sup>st</sup> he was reluctant but I explained that his daughters behaviour was inappropriate and dangerous. I said that Social Care are there to help and support him and his daughter and that they maybe able to put some support in that would help him and his daughter. He agreed that they needed help and gave his consent for the referral to be submitted.

<b>Making Safeguarding Personal (MSP)</b>	
<b>Please discuss with the Adult if safe and able to do so</b>	
<b>What are the views and wishes of the Adult?</b>	
Mr Poplar wishes for the arguments to stop and for him and his daughter to get on. He said he doesn't want to feel frightened in his own house.	
<b>What would the Adult like to happen as an outcome of the Concerns?</b>	
Would like to see if there was any support for him and his daughter to enable him not to be as reliant on her and for her to get a chance to go out and enjoy herself. He doesn't want her to be violent towards him again as it really scared him.	

<b>SECTION 3: CURRENT SITUATION</b>			
Where is the adult now in relation to the person alleged to have caused harm?	Still at home as daughter is main carer		
Is the adult in immediate danger of further abuse?	Yes <input type="checkbox"/>	No x	
Please describe Would say immediate danger but feel that there is a need for a quick intervention to prevent a possible escalation			
Has the adult taken any necessary steps or actions to try to address the abuse or neglect? If so, please explain			
He said he has tried to talk to her calmly and trying not to upset her and do things for himself but he funds it difficult			
<b>Have any immediate actions been identified to reduce the potential for further abuse?</b>	Yes x	No <input type="checkbox"/>	
Please describe Referred Mr Poplar to our Tenancy Support and Domestic Abuse services. Said I would contact him everyday to see how things are. Said to Mr Poplar that if he feels threatened or there is anymore violence then he should call the police but I know he will be very reluctant to do that.			
Are there any other people (including children) who may be at risk of harm?	Unknown <input type="checkbox"/>	Yes <input type="checkbox"/>	No x
If Yes, please describe the risk that remains and the names of others potentially at risk			

<b>Please consider if you need to contact the Police</b>		
<b>Call 999 if there is an immediate danger to the Adult or others.</b>		
<b>Where a crime has been committed and the police require informing but there is no immediate danger please call 101.</b>		
Is criminal activity suspected?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If Yes, have the police been contacted?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If Yes, what was the outcome?		
Police Crime/Reference Number		
If No, please explain reason for this		

<b>SECTION 4: FAMILY / REPRESENTATIVE DETAILS</b>				
It may not always be appropriate to consult family/friends, please consider:				
<ul style="list-style-type: none"> <li>• If the Adult has capacity and does not want them informing</li> <li>• If you are putting the adult at risk by informing (e.g. Domestic Abuse)</li> </ul>				
Name		Relationship to Adult		
Contact Address			Post Code	
Telephone Number				
Are they a Carer?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Are they aware of this Concern?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If No, why not?				

<b>SECTION 5: DETAILS OF THE PERSON ALLEGED TO HAVE CAUSED HARM</b>					
Name	Sadie Poplar	DOB	09/12/1987	Gender	Female
Home Address	2 Hudson Quay			Post Code	TS2 1QG
Current Address				Post Code	
Ward Number (if hospital)			Unit Name (if care home)		
Telephone Number	Unknown				
Job Title (if applicable)			Organisation (if applicable)		
What is the relationship of the alleged perpetrator to the adult? (please select from list of options)				Choose an item. <b>Daughter</b> Please refer to the guidance if you are hand writing this form	
Does the alleged perpetrator live with the adult?				Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is the alleged perpetrator the main Carer?				Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Do you consider the alleged perpetrator to have care and support needs?			Unknown <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the alleged perpetrator aware of the Concern?				Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
<b>Only discuss this Concern with the alleged perpetrator if it is safe to do so and there is no further risk to the victim or others.</b>					
If No, why not? If Yes, what was their response?					
Mr Poplar could be at further risk if daughter aware of concern. He asked me to not tell her.					

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**SECTION 6: OTHER INVOLVEMENT**

Who else has been informed of this concern?

Care Quality Commission	Commissioning	Continuing Health Care	NECS (Medicines)	Public Health	Service Provider
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

**CONTACT DETAILS** (please add further rows if necessary)

Name	Organisation	Telephone Number	Email

**SECTION 7: DETAILS OF PERSON RAISING CONCERN**

Name	John Rafferty	Job Title	Housing Services Coordinator
Organisation (if applicable)	Thirteen		
Contact Address		Post Code	
Telephone Number	0000		
Relationship to the adult at risk of harm or abuse	None		
Have you completed your own organisation's internal process (e.g. Datix)?	Yes x	N/A <input type="checkbox"/>	
Form Completed By	John Rafferty	Date Completed	21/01/2022
<b>Signature</b>	John Rafferty		

**GUIDANCE INFORMATION**

Further guidance can be accessed here: <https://www.tsab.org.uk/key-information/policies-strategies/>

- Police Referral Criteria
- Decision Support Guidance

**Contact Details for Children Services:**

Hartlepool	01429 284284 / 01642 130080	<a href="mailto:childrenshub@hartlepool.gov.uk">childrenshub@hartlepool.gov.uk</a>
Middlesbrough	01642 726004	<a href="mailto:firstcontact@middlesbrough.gov.uk">firstcontact@middlesbrough.gov.uk</a>
Redcar & Cleveland	01642 771500	<a href="mailto:firstcontact@redcar-cleveland.gov.uk">firstcontact@redcar-cleveland.gov.uk</a>
Stockton-on-Tees	01642 130080 / 01429 284284	<a href="mailto:childrenshub@hartlepool.gov.uk">childrenshub@hartlepool.gov.uk</a>
Out of Hours	01642 524552	

**SECTION 1  
DETAILS OF THE ADULT AT RISK OF HARM OR ABUSE**

**ETHNICITY**

<b>White</b> <ul style="list-style-type: none"> <li>• White British</li> <li>• White Irish</li> <li>• Gypsy / Irish Traveller</li> <li>• White Other</li> </ul>	<b>Asian / Asian British</b> <ul style="list-style-type: none"> <li>• Indian</li> <li>• Pakistani</li> <li>• Bangladeshi</li> <li>• Chinese</li> <li>• Any Other Asian</li> </ul>	<b>Black / Black British</b> <ul style="list-style-type: none"> <li>• Black Caribbean</li> <li>• Black African</li> <li>• Any Other Black</li> </ul>	<b>Mixed / Multiple Ethnic Groups</b>
<b>Other Ethnic Groups</b> <ul style="list-style-type: none"> <li>• Arab</li> </ul>	<b>Refused</b>	<b>Undeclared / Not Known</b>	

**CARE & SUPPORT NEEDS AND VULNERABILITIES**

**Some Examples of Care & Support Needs** *(this list is not exhaustive)*

- Managing and maintaining nutrition
- Maintaining personal hygiene
- Managing toilet needs
- Being appropriately clothed
- Being able to make use of the home safely
- Maintaining a habitable home environment
- Developing and maintaining family or other personal relationships
- Accessing and engaging in work, training, education or volunteering
- Making use of necessary facilities or services in the local community including public transport and recreational facilities or services
- Carrying out any caring responsibilities the adult has for a child

**Some Examples of Vulnerabilities** *(this list is not exhaustive)*

- Drug and alcohol misuse
- Mental health needs
- Poor general health
- Poor lifestyle choices

**SECTION 2  
DETAILS OF CONCERN BEING RAISED**

**TYPE OF ABUSE**

**Discriminatory**

Includes abuse based on a person’s race, sex, disability, faith, sexual orientation, or age; other forms of harassment, slurs or similar treatment or hate crime/hate incident.

**Domestic**

An incident or pattern of incidents of controlling, coercive or threatening behaviour, violence or abuse by someone who is or has been an intimate partner or family member regardless of gender or sexuality. It can include: psychological, physical, sexual, financial, emotional abuse; ‘honour’ based violence; Female Genital Mutilation; forced marriage.

**Financial and Material**

Includes theft, fraud, exploitation, pressure in connection with wills, property or inheritance or financial transactions, or the misuse or misappropriation of property, possessions or benefits.

**Modern Slavery**

Encompasses slavery, human trafficking, forced labour and domestic servitude. Traffickers and slave masters use whatever means they have at their disposal to coerce, deceive and force individuals into a life of abuse, servitude and inhumane treatment.

**Neglect and Acts of Omission**

Includes ignoring medical or physical care needs, failure to provide access to appropriate health, social care or educational services, the withholding of the necessities of life, such as medication, adequate nutrition and heating.

**Organisational**

Includes poor care practice within an institution or specific care setting like a hospital or care home. This may range from isolated incidents to continuing ill-treatment.

**Psychological**

Includes emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, isolation or withdrawal from services or supportive networks.

**Physical**

Includes hitting, slapping, pushing, kicking, misuse of medication, restraint or inappropriate sanctions.

**Sexual Abuse**

Includes rape and sexual assault, sexual acts to which the adult has not consented, could not consent or was pressured into consenting.

**Sexual Exploitation**

Involves exploitative situations and relationships where people receive 'something' (e.g. accommodation, alcohol, affection, money) as a result of them performing, or others performing on them, sexual activities.

**Self-Neglect**

Covers a wide range of behaviour; neglecting to care for one's personal hygiene, health.

<b>SECTION 5 DETAILS OF THE PERSON ALLEGED TO HAVE CAUSED HARM</b>
<b>LOCATION OF ALLEGED INCIDENT/CONCERN</b>
<p><b>Own Home</b> The residence where the adult at risk usually lives. Includes property owned/rented by the individual, family or friends.</p> <p><b>Care Home – Nursing</b> Can be used whether the person is at the care home on a permanent or temporary basis.</p> <p><b>Care Home – Residential</b> Can be used whether the person is at the care home on a permanent or temporary basis.</p> <p><b>Supported Living</b> Can include any type of supported accommodation, such as independent living.</p> <p><b>Day Centre/Community Service</b> Can include things like community centres, day care centres, leisure centres, libraries, schools, GP surgeries and dental surgeries.</p> <p><b>Alleged Perpetrator's Home</b> Can include any incident that occurs in the home of the abuser.</p> <p><b>Hospital / Health Setting</b> Can include any type of hospital premises. The individual at risk could be a patient or a visitor.</p> <p><b>Other</b> Includes any other setting that does not fit into one of the above categories. This could include businesses, offices, pubs and other people's homes.</p>
<b>WHAT IS THE RELATIONSHIP OF THE ALLEGED PERPETRATOR TO THE ADULT?</b>



<p><b>Care Staff</b></p> <ul style="list-style-type: none"> <li>• Day Care Staff</li> <li>• Domiciliary Care Staff</li> <li>• Health Care Worker</li> <li>• Residential Care Staff</li> </ul>	<p><b>Known</b></p> <ul style="list-style-type: none"> <li>• Known – Community Health Care</li> <li>• Known – Other Private Sector</li> <li>• Known – Other Public Sector</li> <li>• Known – Other Voluntary Sector</li> <li>• Known – Police</li> <li>• Known – Primary Health Care</li> <li>• Known – Regulator</li> <li>• Known – Relative/Family Carer</li> <li>• Known – Secondary Health Care</li> <li>• Known – Social Care Manager/Assessor</li> <li>• Known – Unrelated Individual</li> </ul>	<p><b>Not Recorded</b></p>
<p><b>Other</b></p> <ul style="list-style-type: none"> <li>• Other - Professional</li> <li>• Other - Social Care Staff</li> </ul>	<p><b>Service Provider</b></p> <ul style="list-style-type: none"> <li>• Service Provider – Private Sector</li> <li>• Service Provider – Public Sector</li> <li>• Service Provider – Voluntary Sector</li> </ul>	<p><b>Unknown</b></p> <ul style="list-style-type: none"> <li>• Unknown – Community Health Care</li> <li>• Unknown – Individual/Stranger</li> <li>• Unknown – Other Private Sector</li> <li>• Unknown – Other Public Sector</li> <li>• Unknown – Other Voluntary Sector</li> <li>• Unknown – Police</li> <li>• Unknown – Primary Health Care</li> <li>• Unknown – Secondary Health Care</li> <li>• Unknown - Social Care Manager/Assessor</li> </ul>

EXAMPLE