



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	ISPA@hartlepool.gov.uk
Middlesbrough	Adult Access Team	01642 065070	adultaccessteam@middlesbrough.gov.uk
Redcar & Cleveland	Adult Access Team	01642 065070	AccessAdultsTeam@redcar-cleveland.gov.uk
Stockton-on-Tees	First Contact Adults	01642 527764	FirstContactAdults@stockton.gov.uk
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		

In your opinion does the Adult at Risk have the mental capacity to understand what has happened to them?		Yes x	No <input type="checkbox"/>
Is the adult aware of the Concern?		Yes <input type="checkbox"/>	No x
If No, why not?	Only spoke on phone and thought he would not give it because it his daughter		
Does the adult consent to the Concern being raised?		Yes <input type="checkbox"/>	No x
Does the Adult at risk have any care /support needs or vulnerabilities? (refer to guidance information)		(Please describe – this section MUST be completed) Mr Poplar has drink problem and has always been an awkward customer.	
As a result of their care and support needs/ vulnerabilities, is the adult unable to protect themselves? (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 called and spoke to him. Told him about the complaints and said that this could be seen a breach in tenancy. Asked why him and daughter were arguing, he said she threatened to put him in a home and pushed him.					
Making Safeguarding Personal (MSP) Please discuss with the Adult if safe and able to do so					
What are the views and wishes of the Adult?					
I think he just wants to stop arguing with her					
What would the Adult like to happen as an outcome of the Concerns?					

As Above

SECTION 3: CURRENT SITUATION

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 No

Please describe
Don't think so as he said they always argue

Has the adult taken any necessary steps or actions to try to address the abuse or neglect? If so, please explain

N/A

Have any immediate actions been identified to reduce the potential for further abuse? Yes No

Please describe
Referred Mr Poplar to our Tenancy Support and Domestic Abuse services.
Said he should try and talk calmly with his daughter and not for them to shout

Are there any other people (including children) who may be at risk of harm? Unknown Yes No

If Yes, please describe the risk that remains and the names of others potentially at risk

Please consider if you need to contact the Police
Call 999 if there is an immediate danger to the Adult or others.
Where a crime has been committed and the police require informing but there is no immediate danger please call 101.

Is criminal activity suspected? Yes No

If Yes, have the police been contacted? Yes No

If Yes, what was the outcome?

Police Crime/Reference Number

If No, please explain reason for this

SECTION 4: FAMILY / REPRESENTATIVE DETAILS

It may not always be appropriate to consult family/friends, please consider:

- If the Adult has capacity and does not want them informing
- If you are putting the adult at risk by informing (e.g. Domestic Abuse)

Name		Relationship to Adult	
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Contact Address	Post Code
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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"/>
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If No, why not?

SECTION 5: DETAILS OF THE PERSON ALLEGED TO HAVE CAUSED HARM					
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. Daughter Please refer to the guidance if you are hand writing this form	
Does the alleged perpetrator live with the adult?				Yes x	No <input type="checkbox"/>
Is the alleged perpetrator the main Carer?				Yes x	No <input type="checkbox"/>
Do you consider the alleged perpetrator to have care and support needs?			Unknown x	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the alleged perpetrator aware of the Concern?				Yes <input type="checkbox"/>	No x
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.					
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.					

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	Thirteen		

(if applicable)			
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
Signature	John Rafferty		

EXAMPLE

GUIDANCE INFORMATION
<p>Further guidance can be accessed here: https://www.tsab.org.uk/key-information/policies-strategies/</p> <ul style="list-style-type: none"> • Police Referral Criteria • Decision Support Guidance

Contact Details for Children Services:			
Hartlepool	01429 284284 / 01642 130080	childrenshub@hartlepool.gov.uk	
Middlesbrough	01642 726004	firstcontact@middlesbrough.gov.uk	
Redcar & Cleveland	01642 771500	firstcontact@redcar-cleveland.gov.uk	
Stockton-on-Tees	01642 130080 / 01429 284284	childrenshub@hartlepool.gov.uk	
Out of Hours	01642 524552		

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

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

CARE & SUPPORT NEEDS AND VULNERABILITIES

<p>Some Examples of Care & Support Needs <i>(this list is not exhaustive)</i></p> <ul style="list-style-type: none"> • 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 <p>Some Examples of Vulnerabilities <i>(this list is not exhaustive)</i></p> <ul style="list-style-type: none"> • 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.

SECTION 5 DETAILS OF THE PERSON ALLEGED TO HAVE CAUSED HARM
LOCATION OF ALLEGED INCIDENT/CONCERN
Own Home

The residence where the adult at risk usually lives. Includes property owned/rented by the individual, family or friends.

Care Home – Nursing

Can be used whether the person is at the care home on a permanent or temporary basis.

Care Home – Residential

Can be used whether the person is at the care home on a permanent or temporary basis.

Supported Living

Can include any type of supported accommodation, such as independent living.

Day Centre/Community Service

Can include things like community centres, day care centres, leisure centres, libraries, schools, GP surgeries and dental surgeries.

Alleged Perpetrator’s Home

Can include any incident that occurs in the home of the abuser.

Hospital / Health Setting

Can include any type of hospital premises. The individual at risk could be a patient or a visitor.

Other

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.

WHAT IS THE RELATIONSHIP OF THE ALLEGED PERPETRATOR TO THE ADULT?

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

	<ul style="list-style-type: none">• Service Provider – Voluntary Sector	<ul style="list-style-type: none">• Unknown – Other Private Sector• Unknown – Other Public Sector• Unknown – Other Voluntary Sector• Unknown – Police• Unknown – Primary Health Care• Unknown – Secondary Health Care• Unknown - Social Care Manager/Assessor
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