**Record of Multi-Agency Lessons Learned**

* Responding to and Addressing Serious Concerns meetings are held under the guidance provided by the Teeswide Safeguarding Adults Board’s Responding to and Addressing Serious Concerns Procedure.
* The matters raised are **confidential** to the members of the meetings and the agencies that they represent.
* Minutes of the meetings are distributed on the strict understanding that they will be kept confidential and in a secure place. Minutes must not be shared outside the meetings without the agreement of the Chair.

**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’**

|  |  |
| --- | --- |
| **Name of Service Provider** |  |
| **Date open to RASC** |  |

|  |  |
| --- | --- |
| **Professionals involved in RASC process** | **Organisation** |
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| **SECTION 1: SUMMARY OF INITIAL SERIOUS CONCERNS** |
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| **SECTION 2: DETAILS OF MEETINGS HELD AND ACTIONS TAKEN DURING THE RASC PROCESS** |
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| **SECTION 3: FINALISATION OF IMPLEMENTATION OF THE MULTI-AGENCY ACTION PLAN / SERVICE IMPROVEMENT PLAN** | | | |
|  | | | |
| Are multi-agency members agreed that the Action Plan / Service Provider Improvement Plan addresses the risks identified and that the *Protocol for Responding to and Addressing Serious Concerns* may be concluded? | | | |
| Yes | No | Note any disagreements: |  |
| Are there any criminal proceedings/CQC sanctions/prosecutions? | | | |
| Date the service was closed / no longer subject to the RASC Protocol (if applicable) | | |  |

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| **SECTION 4: IDENTIFICATION OF LESSONS LEARNED**  Clarification of information to be shared with Teeswide Safeguarding Adults Board:   * Follow up recommendations * Follow up Action Plans (including timescales if applicable) * Multi-Agency issues and considerations * Lessons learned for the provider |
|  |

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| **SECTION 5: CONFIRMATION OF WHERE RECORDS OF THE SERIOUS CONCERNS PROTOCOL ARE TO BE HELD** | | |
|  | | |
| Agree the information to be recorded on individual case files / electronic records | Yes | No |

|  |  |  |  |
| --- | --- | --- | --- |
| **SECTION 6: SIGNATURE** | | | |
| Signed by Chair Person |  | Date |  |
| Date forwarded to the TSAB Business Unit ([tsab.businessunit@stockton.gov.uk](mailto:tsab.businessunit@stockton.gov.uk)) | | |  |