

#### Safeguarding Protocol for Responding to Serious Concerns about a Service Provided for Adults

#### **Record of Multi-Agency Review Meeting**

- This meeting is held under the guidance provided by the Teeswide Safeguarding Adults Board's protocol for *Responding to Serious Concerns about a Service provided for Adults*.
- The matters raised are **confidential** to the members of the meeting and the agencies that they represent.
- Minutes of the meeting are distributed on the strict understanding that they will be kept confidential and in a secure place. These minutes must not be shared outside the meeting without the agreement of the Chair.

#### Please complete all sections of the form in as much detail as possible. This form must be completed in black ink.

 Name of Service Provider:

 Review Meeting Date:

 Time:

 Venue:

Name	Organisation	Contact Details	Invited	Attended	Apologies	Named Contact	Date Notes Circulated

## SECTION 2: REVIEW OF MINUTES OF THE INITIAL MEETING / REVIEW MEETING

## **SECTION 3: REVIEW OF PROGRESS**

Implementation of the Multi-Agency Action Plan / Service Provider Improvement Plan including record of plans, reports received, consideration of any further safeguarding referrals or multi-agency concerns.

### SECTION 4: REPORTS FROM ANY INDIVIDUAL SAFEGUARDING INVESTIGATIONS/ ASSESSMENTS

SECTION 5: INFORMATION FROM SERVICE PROVIDER

SECTION 6: REVIEW MULTI-AGENCY ASSESSMENT OF RISK

Has a suspension of further placements been agreed or removed?	Yes	No 🗌

Please provide further details below:



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SECTION 7: MULTI-AGENCY ACTION PLAN					
The Multi-agency Action Plan will address the following:					
<ul> <li>Issues requiring investigation</li> </ul>					
<ul> <li>Information or advice required in relation to any left</li> </ul>	egal / contractual / registrat	ion / employment issues			
<ul> <li>Action required ensuring ongoing safety of vulnerable adults</li> </ul>					
<ul> <li>Identification of specific individuals at risk subject</li> </ul>					
Item/Issue	Task/Action	Desired Outcome	Agency/Person Responsible	Timescale	

Item/Issue	Task/Action	Desired Outcome	Agency/Person Responsible	Timescale

SECTION 8: CONCLUSION						
It is the conclusion of this multi-agency meeting that on the balance of probabilities Organisational Abuse occurred:						
Substantiated						
Partly Substantiated						
Not Substantiated	Not Substantiated					
Not Determined / Inconclusive						
Identify type of abuse / neglec	t:					
Discriminatory	Domestic	Financial or Material	Modern Slavery	Neglect and Acts of Omission		
Organisational	Physical	Psychological	Self-Neglect	Sexual		

SECTION 9: NEXT MEETING						
Date		Time				
Venue						
Signed by Chair Person		Date				