

# Safeguarding Adults Policy

## SG01

### Version: 9

#### TRUST-WIDE

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|----------------------|-----------------------------------------------------------------------------------------------------|
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| Responsible Lead     | Head of Safeguarding Governance                                                                     |
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| Document summary     | To guide and support staff in relation to adults at risk from harm or abuse and reporting processes |

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| 9                | Policy review (August 2026)                       | Quality & Safety Committee     |

## POLICY ON A PAGE

- This policy sets out WCHC's approach to safeguarding and promoting the welfare of adults at risk. It applies to all aspects of our work and to everyone working for WCHC.
- The policy provides guidance to all staff in relation to their roles and responsibilities where there are concerns that a patient, or adult at risk, may be experiencing, or is at risk of experiencing, abuse and/or neglect, or when there is a clear disclosure.
- It identifies how WCHC will meet its duties to safeguarding adults and its approach to preventing abuse and neglect.
- Every adult has a right to respect, dignity, privacy and a life free from abuse. Safeguarding is about protecting and supporting the rights of adults at risk to live safely, free from abuse and neglect.
- Safeguarding is also about organisations and individual's working collaboratively to prevent abuse from happening, whilst ensuring that the adult's wellbeing is promoted including, their views, wishes, feelings and beliefs in deciding on any action.
- Safeguarding responses should be swift and personalised and should involve the adult in the enquiries and decision making from the start. The adult should experience the safeguarding process as empowering and supportive.
- Where there are concerns that a crime has been committed, information must be shared with the Police who will lead the criminal investigations, with the local authority's support where appropriate, for example by providing information and assistance.
- In cases where adults at risk may be refusing support, clinical care or essential equipment that may lead to significant or severe harm; this needs to be considered in line with the principles of neglect or potential self-neglect, with the practitioner referring to Adult Social Care (ASC).
- Confidential information about an individual should never be used casually in conversation or shared with any person other than on a "*need to know basis*."

## **SUPPORTING STATEMENTS**

This document should be read in conjunction with the following statements:

### **SAFEGUARDING IS EVERYBODY'S RESPONSIBILITY**

All WCHC employees have a statutory duty to safeguard and promote the welfare of children and adults, including:

- being alert to the possibility of child/adult abuse and neglect through their observation of abuse, or by professional judgement made as a result of information gathered about the child/adult;
- knowing how to deal with a disclosure or allegation of child/adult abuse;
- undertaking training as appropriate for their role and keeping themselves updated;
- being aware of and following the local policies and procedures they need to follow if they have a child/adult concern';
- ensuring appropriate advice and support is accessed either from managers, safeguarding champions or the Trust's safeguarding team;
- participating in multi-agency working to safeguard the child or adult (if appropriate to your role; ensuring contemporaneous records are kept at all times and record keeping is in strict adherence to WCHC policy and procedures and professional guidelines. Roles, responsibilities and accountabilities, will differ depending on the post you hold within the organisation;
- ensuring that all staff and their managers discuss and record any safeguarding issues that arise at each supervision session.

### **EQUALITY AND HUMAN RIGHTS**

WCHC recognises that some sections of society experience prejudice and discrimination. The Equality Act 2010 specifically recognises the protected characteristics of age, disability, gender, race, religion or belief, sexual orientation and transgender. The Equality Act also requires regard to socio-economic factors including pregnancy/maternity and marriage/civil partnership.

The trust is committed to equality of opportunity and anti-discriminatory practice both in the provision of services and in our role as a major employer. The trust believes that all people have the right to be treated with dignity and respect and is committed to the elimination of unfair and unlawful discriminatory practices.

WCHC is aware of its legal duties under the Human Rights Act 1998. Section 6 of the Human Rights Act requires all public authorities to uphold and promote Human Rights in everything they do. It is unlawful for a public authority to perform any act which contravenes the Human Rights Act.

WCHC is committed to carrying out its functions and service delivery in line with a Human Rights based approach and the FRED A principles of **F**airness, **R**espect, **E**quality **D**ignity and **A**utonomy.

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## 1. PURPOSE AND RATIONALE

- 1.1 This policy sets out WCHC approach to safeguarding and promoting the welfare of patients and adults with care and support needs (adults at risk). It applies to all aspects of our work and to everyone working for WCHC.
- 1.2 The purpose of this policy is to provide guidance to all staff in relation to their roles and responsibilities where there are concerns that a patient, or person with care and support needs, may be experiencing, or is at risk of experiencing, abuse and/or neglect, or when there is a clear disclosure.

## 2. OUTCOME FOCUSED AIMS AND OBJECTIVES

- 2.1 This policy identifies how WCHC will meet its duties to safeguard adults and its approach to preventing abuse and neglect.
- 2.2 The pathways outlined in this policy encompass the Trust's process of virtual contacts and consultations across services following the introduction of more extensive agile working practices.

## 3. SCOPE

- 3.1 This policy applies to all staff directly employed by WCHC, including bank staff, locum staff and students on placement. Individuals employed by agencies and other contractors are also expected to adhere to the standards required in this guidance.

## 4. DEFINITIONS (Glossary of Terms)

| Glossary of Terms      | Definition                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Adult at risk          | An adult who has care and support needs, regardless of whether they are receiving them, and because of those needs are unable to protect themselves against abuse or neglect.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Best Interest Decision | The Mental Capacity Act 2005 identifies that where an individual lacks mental capacity to make a particular decision, the decision-maker must n whoever is making a decision, or taking any action, should do so in the individual's best interest.                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| Carer                  | An individual who provides, or intends to provide, care for another adult who needs support.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Concern                | There is, or is potentially, an incident of abuse or neglect.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Discriminatory Abuse   | Discrimination on the grounds of race, faith or religion, age, disability, gender, sexual orientation and political views, along with racist, sexist, homophobic or ageist comments or jokes, or comments and jokes based on a person's disability or any other form of harassment, slur or similar treatment.                                                                                                                                                                                                                                                                                                                                                                             |
| Domestic Abuse         | Any incident or pattern of incidents of <i>abusive behaviour</i> between <i>personally connected</i> individuals, aged 16 or over, regardless of gender or sexuality. <i>Abusive behaviour</i> encompasses, but is not limited to, physical or sexual abuse, violent aggressive or threatening behaviour, controlling or coercive behaviour, economic abuse, psychological or emotional abuse, stalking and harassment. <i>Personally connected</i> is defined as individuals who are (or have been) married or civil partner (or have agreed to the same); are (or have been) in an intimate relationship, have (or had) a child (or parental responsibility) together, or are relatives. |
| Economic Abuse         | Is a range of behaviours that allow an individual to control someone else's economic resources or freedoms. It is designed to create economic instability and make one person dependent upon another, such as employment of housing.                                                                                                                                                                                                                                                                                                                                                                                                                                                       |

|                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Neglect (and Acts of Omission) | Ignoring medical, emotional or physical care needs, failure to provide access to appropriate health, social care or educational services, and the withholding of the necessities of life, such as medication, adequate nutrition and heating. Neglect also includes a failure to intervene in situations that are dangerous to the person concerned or to others, particularly when the person lacks the mental capacity to assess the risk for themselves. |
| Organisational Abuse           | The mistreatment, abuse or neglect of an adult by a regime or people in a setting or service where the adult lives or that they use. Such abuse violates the person's dignity and represents a lack of respect for their human rights.                                                                                                                                                                                                                      |
| Physical Abuse                 | Assault, hitting, slapping, pushing, misuse of medication, restraint or inappropriate physical sanctions.                                                                                                                                                                                                                                                                                                                                                   |
| Psychological Abuse            | Emotional abuse, threats of harm or abandonment, deprivation of contact, humiliation, blaming, controlling, intimidation, coercion, harassment, verbal abuse, cyber bullying, isolation or unreasonable and unjustified withdrawal of services or supportive networks.                                                                                                                                                                                      |
| Self-Neglect                   | This covers a wide range of behaviour concerning a person's personal hygiene, health or surroundings and includes behaviours, such as hoarding.                                                                                                                                                                                                                                                                                                             |
| Sexual Abuse                   | Rape, indecent exposure, sexual harassment, inappropriate looking or touching, sexual teasing or innuendo, sexual photography, subjection to pornography or witnessing sexual acts, indecent exposure, sexual acts or sexual assault to which the adult has not consented or was pressured into consenting.                                                                                                                                                 |
| Cuckooing                      | Cuckooing refers to the practice whereby criminals take over a person's dwelling (often the home of a vulnerable person, such as an individual living with substance addition or physical or mental disabilities) to use for illegal activities and is often associated with anti-social behaviour and the exploitation of children by criminal gangs. This is a criminal offence under the Crime and Policing Act 2026.                                    |

## 5. RESPONSIBILITIES, ACCOUNTABILITIES AND DUTIES

### 5.1 Board of Directors

The Board has overall responsibility for the implementation of this policy and the monitoring of compliance.

### 5.2 Relevant Sub Board Committee

The Quality and Safety Committee is the responsible committee for providing the board with assurance regarding the quality and safety of its clinical services and takes a planned and systematic approach to working with staff to monitor, assess and improve the quality and safety of its health services.

### 5.3 Chief Nurse

The Chief Nurse is the Executive Lead for Safeguarding and responsible for ensuring this policy is disseminated.

### 5.4 Joint Union Staff Side (Trade Unions)

JUSS representatives have an important part to play in providing advice, support and if required, representation to their members as well as working in partnership with managers and the HR Department to ensure the Safeguarding Adults policy is applied fairly and consistently across the Trust.

## **5.5 The Head of Safeguarding (Head of Service)**

The Head of Service is responsible for ensuring statutory safeguarding legislation and policy is adhered to in WCHC, highlighting organisational risks to the Chief Nurse.

## **5.6 Named Nurse Safeguarding Adults**

The Named Nurse for Safeguarding Adults is responsible for advising and supporting the safeguarding service and staff who have concerns regarding an adult's protection and promote good practice within the Trust.

## **5.7 Named Nurse Safeguarding Children**

The Named Nurse for Safeguarding Children is responsible for advising and supporting the safeguarding service and staff who have concerns regarding a child's protection and promote good practice within the Trust.

## **5.8 Safeguarding Service**

The Safeguarding Service supports the Trust to ensure organisational responsibility to meet the obligations identified within the Children Act (1989, 2004) and the Care Act 2014; this includes provision of effective safeguarding policies to provide guidance in line with legislation.

## **5.9 Service Directors / Leads**

Service Directors / Leads are responsible for contributing to the development and implementation of clinical policies and procedures and related guidance. They are responsible for ensuring that all relevant staff are compliant with this policy and fulfill the standards expected by the Trust.

## **5.10 All Staff**

All staff are responsible for complying with the standards in this policy unless, due to statutory requirements, national policy directives, revised professional or clinical standards, the need for change in the content of the policy is identified. A member of staff identifying the need for policy change has a responsibility to notify their line manager and the Safeguarding Governance Team.

# **6. PROCESS**

## **6.1 Safeguarding from Abuse and Neglect**

**6.1.1** Safeguarding is about organisations and individual's working collaboratively to prevent **abuse** and **neglect** from happening, whilst ensuring that an adult's wellbeing is promoted including, their views, wishes, feelings and beliefs in deciding on any action.

**6.1.2** Abuse and neglect can occur in a variety of forms; it can be perpetrated by a single, or multiple, individuals and occur on one or many occasions. In whatever form or situation, abuse is unacceptable and a violation of an individual's basic human rights.

**6.1.3** The Care Act 2014 identifies 10 categories of abuse:

- Discriminatory Abuse
- Domestic Abuse
- Economic Abuse
- Modern Slavery
- Neglect / Acts of Omission
- Organisational Abuse
- Physical Abuse
- Psychological Abuse
- Sexual Abuse
- Self-Neglect

- 6.1.6** Healthcare staff, irrespective of profession or role, are uniquely placed to identify actual or potential, abuse and neglect. They have a responsibility to act against abuse and neglect and should be aware of the different indicators of abuse and neglect.
- 6.1.7** The Care Act 2014 identifies six fundamental principles within safeguarding, supporting practitioners to achieve good outcomes for patients.

|                                      |                                                                      |
|--------------------------------------|----------------------------------------------------------------------|
| <b>Principle 1 - Empowerment</b>     | Presumption of person led decisions and consent                      |
| <b>Principle 2 - Protection</b>      | Support and representation for those in greatest need                |
| <b>Principle 3 - Prevention</b>      | Prevention of harm and abuse is a primary objective                  |
| <b>Principle 4 - Proportionality</b> | Proportionality and least intrusive response appropriate to the risk |
| <b>Principle 5 - Partnership</b>     | Local solutions through services working with communities            |
| <b>Principle 6 - Accountability</b>  | Accountability and transparency in delivering safeguarding           |

## **6.2 Safeguarding Adults at Risk**

- 6.2.1** Whilst every adult has a right to respect, dignity, privacy and a life free from abuse and/or neglect, some may be unable to protect themselves, because of a variety of factors.
- 6.2.2** An *Adult at Risk* are identified within The Care Act 2014 as those who:  
***Have care and support needs (whether or not they are being supported), and  
 Are experiencing, or are at risk of abuse or neglect, and  
 Are unable to protect themselves as a result of those needs.***
- 6.2.3** Where staff have concerns regarding an *Adult at Risk*, they should in the first instance, and where it is safe to do so, discuss the concerns directly with the individual.
- 6.2.4** This conversation should:
- Establish their wishes and feelings
  - Identify what matters to them most
  - Establish what they want to happen
  - Provide consent for a referral to Adult Social Care
- 6.2.5** Establishing the **Voice of the Adult** is a key element of, and should always been seen as, safeguarding best practice. Making Safeguarding Personal (MSP) is essential to understanding what matters to the individual and to establishing the outcomes and expectations of any safeguarding enquiry.
- 6.2.6** Consent to completing a referral to Adult Social Care should always be seen as gold standard and safeguarding best practice. However, there are occasions where consent can be overridden, such as, where others are, or may be, at risk.
- 6.2.7** Where it is not possible to have a conversation with the individual (adult at risk), establish the voice of the adult or gain consent for referral to Adult Social Care, for whatever reason and including where it is not safe to do so, the rationale should be clearly documented and included within any referral.
- 6.2.8** Mental capacity is a key concept in adult safeguarding and needs to be considered from the outset. The Mental Capacity Act (2005) states that everyone should be treated as able to make their own decisions until it is proved otherwise. For further guidance please refer to Mental Capacity and Best Interest Policy, SG08.

- 6.2.9** Staff should ensure the immediate safety of the adult, together with any required and appropriate remedial actions, i.e. contacting emergency services.
- 6.2.10** Record and preserve evidence, i.e. write down any disclosure in the persons own words and keep this hand-written record, secure the room/clothing in cases of sexual assault. Inform Line Manager and Safeguarding Governance Team where appropriate.
- 6.2.11** Where staff have concerns about an adult's welfare and believe they are, or could be, experiencing abuse or neglect, they should complete a referral to Adult Social Care.
- 6.2.12** Wirral Safeguarding Adults Partnership Board and Wirral Council have produced practice guidance, *The Wirral Approach* [Policies, procedures, guidance and protocols | wirral.gov.uk](https://www.wirral.gov.uk/policies-procedures-guidance-and-protocols)
- 6.3 Making a Referral to Adult Social Care**
- 6.3.1** When completing a referral to Adult Social Care staff should provide as much information as possible in order to support colleagues to make a proportionate and informed response in relation to any risks identified.
- 6.3.2** How staff complete a referral will depend upon their local authority referral mechanism. Staff can access their local information via the 'orange dot' within the patient record on SY1.
- 6.3.3 Cheshire East staff** – telephone Cheshire East Council on 0300 123 5010 during office hours (9am-5pm, Monday – Friday) or via 0300 123 5022 at all other times.
- 6.3.4 Knowsley staff** - complete an Electronic Multi-Agency Referral Form (EMARF).
- 6.3.5 St Helen's staff** – telephone St Helen's Council on 01744 676767 during office hours (9am-5pm, Monday – Friday) or via 0345 0500 148 at all other times.
- 6.3.6 Wirral staff** - complete the referral via 'the orange dot' or via referral form, and email to CADT and Adult Safeguarding Governance Team.
- 6.3.7** Non-SY1 staff should complete a referral form (see appendix), and email CADT and the Adult Safeguarding Governance Team. Ensure a copy of the form is attached to the electronic patient record within the non-SY1 database (i.e. Cerner, Lillie./ Soel).
- 6.3.8** Staff should establish whether the adult at risk has caring responsibilities for children or other adults at risk. Where this is the case, a referral may be required to Adult or Children's Social Care in respect of those individuals (see SG02 Safeguarding Children Policy).
- 6.3.9** Making decisions about when to make a safeguarding referral can sometimes be complex. If staff are unsure they should speak with their line manager or Safeguarding Champion within their team in the first instance.
- 6.3.10** Referrals to Adult Social Care are 'dip sampled' and quality assured by the Safeguarding Adult Governance Team. Constructive feedback is provided to the referrer in order to offer suggestions for strengthening the referral information provided. The referrer is made aware of the decision and pathway taken by Adult Social Care. A copy of the quality assurance is documented within the patient record.

## **6.4 Adult Social Care Pathways**

- 6.4.1** All Adult Social Care referrals are received, triaged and forwarded to the most relevant service / team for action and/or response.
- 6.4.2** The Multi-Agency Safeguarding Hub (MASH) receives referrals that are, or may be, in relation to abuse and neglect.
- 6.4.3** Referrals are screened utilising the Care Act 2014 criteria (see 6.2.2) in order to establish the requirement for a statutory safeguarding enquiry, otherwise known as a Section 42 (S42) enquiry.
- 6.4.4** Where S42 criteria is not met, there are other pathways to engage with individuals, i.e. Care Management or Care Needs Assessment. Additionally, individuals can be signposted to partner agencies or support services, or alternatively no further action may be required at that time (NFA).

## **6.5 S42 Enquiry**

- 6.5.1** Where S42 criteria is met, the case is progressed to a S42 enquiry. A Social Worker is allocated the case, who will then undertake enquiries and establish the facts, in regard to the concerns raised.
- 6.5.2** Adult Social Care staff are responsible for agreeing the initial investigation and the coordination of any strategy / adult protection meeting.
- 6.5.3** All partner agencies have a duty to co-operate and engage in S42 enquiries. Trust staff are expected to engage and work closely with ASC staff to support the S42 enquiry and attend strategy / adult protection meetings as requested.
- 6.5.4** Safeguarding responses should be timely and personalised, involving the adult in the enquiry. The adult should experience the safeguarding process as empowering and supportive with proportionate responses in order to improve outcomes for the adult concerned.
- 6.5.5** The objective of a S42 enquiry is to:
  - Establish the facts.
  - Ascertain the adult's views and wishes.
  - Assess the needs of the adult for protection, support and redress and how they might be met.
  - Protect from the abuse and neglect, in accordance with the wishes of the adult.
  - Make decisions as to what follow-up action should be taken with regard to the person or organisation responsible for the abuse or neglect.
  - Enable the adult to achieve resolution and recovery.
- 6.5.6** Whilst the local authority remains the lead agency for safeguarding enquiries, it may require partner agencies to undertake them on their behalf, i.e. an internal investigation. The local authority retains the responsibility for ensuring that the enquiry is referred to the right place and is acted upon.
- 6.5.7** Where the local authority delegates the enquiry to a partner organisation, they will be clear about timescale, the outcome of the enquiry and what action will follow if this is not done. Even where other organisations have been tasked with undertaking S42 enquiries, the overall responsibility remains with the local authority.
- 6.5.8** Effective multi-agency and partnership working relies upon open and transparent relationships, and this includes appropriate professional challenge. On occasion, professionals may feel that the decision, action or inaction of another professional and/or agency does not adequately safeguard an adult.

**6.5.9** In these situations, an informal conversation directly with the individual is recommended. Following this, and where there has been no resolution of concerns, staff should discuss with their line manager / team leader. Where agreed, further discussion is encouraged with the Named Nurse for Safeguarding Adults within the Trust. Further professional challenge can be escalated in line with WSAPB [Escalation Policy](#).

## **6.6 Complex Case Management (inc. Refusal of Treatment / Hoarding / Self-Neglect)**

**6.6.1** Not all complex cases fall under the safeguarding umbrella, i.e. there is no evidence of actual or potential abuse. There is a Complex Case Toolkit available within the Trust that supports the management and facilitation of such cases for practitioners, to ensure that all resources have been explored. Staff can access this through SY1 or via StaffZone.

**6.6.2** There are a number of self-neglect guidance and toolkits available on StaffZone.

**6.6.3** However, in cases where individuals may be refusing support, clinical care or essential equipment, that may lead to significant or severe harm; this should be considered in line with the principles of neglect or potential self-neglect, and a referral should be made to Adult Social Care.

**6.6.4** Wirral Hoarding Improvement Project (W.H.I.P) is an initiative established by Wirral Safeguarding Adult Partnership Board (WSAPB) for those who are working with individuals who have hoarding behaviours to join a panel and discuss the case, for further information and to access the panel contact the Safeguarding Adult Team.

**6.6.5** Multi Agency Risk Assessment and Management (MARAM) Process guidance was developed following a number of serious incidents in which raised questions about the response to vulnerability and risk-taking behaviour in respect of adults with care and support needs who have mental capacity. Mental Capacity Act 2005 ([legislation.gov.uk](http://legislation.gov.uk)).

**6.6.6** Issues in relation to the following areas were identified, fire safety, alcohol and drug dependence non-compliant or challenging behaviour, self-neglect and refusal of access to an adult with care and support needs in response, partner agencies have worked together to review practice in assessing risk and developed a multi-agency process.

**6.6.7** MARAM was endorsed by the Wirral Safeguarding Partnership Board and this process mirrors the existing safeguarding arrangements, which ensures that information on adults at risk is shared between agencies and enables the widest range of expertise and resources to come together to deal with instances of abuse or neglect.

## **6.7 Homelessness – Duty to Refer**

**6.7.1** In 2017, the **Homelessness Reduction Act** significantly reformed England's homelessness legislation by placing duties on local housing authorities to intervene at earlier stages to prevent homelessness in their areas, and to provide homelessness services to all those who are eligible.

**6.7.2** The Act introduced a statutory duty on **specific professionals** to refer individuals, who they think may be homeless or threatened with homelessness, to local authority homelessness/housing options teams.

**6.7.3** The duty to refer ensures that services work together effectively to prevent homelessness by ensuring that peoples' housing needs are considered when they come into contact with public authorities.

- 6.7.4** NHS professionals in England, specifically those working in Urgent / Unplanned Care Centres, together with in-patient wards, are required to refer an identified individual to a local housing authority of their choosing.
- 6.7.5** The new duty requires a specified professional to identify and refer an individual, who is *homeless* or is *threatened with homelessness*, to a local housing authority of the service user's choice with the consent of the individual. For further support and guidance please see **Homelessness Code of Guidance**.
- 6.7.6** A person is considered *homeless* if:
- They do not have any accommodation which is available for them which they have a legal right to occupy; or,
  - It is not reasonable for the person to occupy their current accommodation, for example, because they would be at risk of domestic abuse
- 6.7.7** A person is defined as being *threatened with homelessness*, where they are likely to become homeless within 56 days.
- 6.8 LeDeR Review Process (now Learning from Life and Death Reviews)**
- 6.8.1** Staff may be aware that any individual (over the age of 4) who dies and had a learning disability, or autistic people (over the age of 18), can be reviewed as part of the LeDeR (Learning Disability Mortality Review) process.
- 6.8.2** LeDeR was originally introduced in 2015 in response to significant ongoing concerns about the likelihood of premature deaths of people with learning disabilities and/or autism.
- 6.8.3** The LeDeR programme was reviewed during 2019/2020 and was subsequently updated and is now known as Learning from Life and Death Reviews. Further details are available via the [LeDeR website](#)
- 6.8.4** When the Integrated Care System is notified about the death of someone with a learning disability, or an autistic person, dies, an initial review should start. The reviewer will talk to the person's family, or other people who knew them well. They should talk to the person's GP or look at their GP records, as well as talk to at least one other person involved in the care of the person who died.
- 6.8.5** After the initial review, the reviewer will decide whether a more detailed review, a *Focused Review*, is required.
- 6.8.6** Reviewers should work in teams so that no reviewer will work alone, and everyone will have the time they need to do reviews and support to do them. Families and carers can say if they think that a focused review is needed and should be included in recommendations / actions from the review.
- 6.8.7** The aim of completing reviews is to learn from deaths and lead to improvements in services for people with disabilities and/or autistic people, so that avoidable deaths are prevented.
- 6.8.8** Evidence [from both before](#) and [during the pandemic](#) suggests that deaths for people with disabilities and/or autistic people are higher than they should be, and that such individual's die earlier than ought to be the case.
- 6.8.9** Anybody can report an individual's death using the link [LeDeR - Home](#)
- 6.9 MAPPA**
- 6.9.1** MAPPA stands for Multi-Agency Public Protection Arrangements and is a multi-agency forum that

exists to protect the public from offenders who are assessed as being high risk of causing significant harm.

**6.9.2** Agencies such as Police, Prison Service, Probation Service, Health, Social Care and Housing, work collaboratively to reduce serious reoffending behaviours and manage the risk posed by violent or sexual offenders whilst living with the community.

**6.9.3** MAPPA ensures that relevant and proportionate information is shared between partner agencies in order to assess the level of risk that individuals pose to specific individuals, the general public; both adults and children, and professionals working with the offenders.

**6.9.4** There are three categories:

- **Category One** – all registered sex offenders. All registered sex offenders are required to notify the Police of their name, address and personal details under the terms of the Sexual Offences Act 2003.
- **Category Two** – violent or other sex offenders not subject to Category One.
- **Category Three** – other dangerous offenders who have committed an offence in the past and who are considered to pose a risk of serious harm to the public

**6.9.5** All staff should be aware of and familiar with MAPPA, and the level of risk that MAPPA individuals may pose to professionals engaging with them.

**6.9.6** All individuals subject to MAPPA will have an alert / reminder on their SY1 electronic patient record. When individuals are de-registered from MAPPA the alert / reminder will be removed.

**6.9.7** The Safeguarding Governance Team liaise with the registered GP, for MAPPA individuals residing within Wirral, providing relevant and proportionate health information, as agreed by the information sharing agreement within the Primary Care Specification Contract.

**6.9.8** Non-SY1 services may be contacted, as agreed via internal process, to ensure that any proportionate and relevant information is shared as necessary, in order that an alert / flag is placed on their patient electronic record (i.e. in CERNER, LILIE, Soel or Best).

**6.9.9** It is the responsibility of all staff to ensure that prior to engagement with MAPPA individuals all relevant risk assessments are completed and appropriate remedial actions are identified and completed as required prior to engagement.

**6.9.10** For any queries or further guidance around MAPPA individuals, please discuss directly with the Safeguarding Governance Team.

**6.9.11** However, MAPPA information is strictly confidential and is provided on a need-to-know basis only. Other than the general information, and that which is documented by the Safeguarding Governance Team, MAPPA information **CANNOT** be shared unless consent has been expressly provided by the Probation / Police MAPPA Chair.

## **6.10 Information Sharing**

**6.10.1** Healthcare staff have a duty to protect privacy and not disclose patient information inappropriately. Information should never be used casually in conversation or shared with any person other than on a “*need to know basis*.” Practitioners should:

- Ensure that the information you are sharing is necessary.
- Ensure you know why you are sharing the information.
- Ensure that the information is shared only with those individuals who need to have it.
- Ensure the information is accurate and up-to-date.
- Ensure it is shared securely.

- Share the information in a timely fashion.

6.10.2 Sharing information with consent is always preferable, however, there are occasions when staff may be required to share information with other agencies, with or without the consent of the patient / adult. Such as:

- If the individual will be at greater risk.
- If the staff are at risk.
- In cases of sexual abuse or fabricated induced illness, obtaining consent would alert the perpetrator.
- In cases of domestic violence, where it is likely to escalate the risk if consent is obtained.

6.10.3 Decisions about who needs to know and what needs to be known will be taken in relation to the particular circumstances. Decisions on sharing information, or not, must be justifiable and proportionate, based on the potential or actual harm to adults at risk. Decision making should be taken on a case-by-case basis and in discussion with line managers. All decisions should be clearly documented together with rationale.

6.10.4 It is important to recognise that the adult being abused may not wish to take action. However, we should be aware that there may be evidence of coercion, constraint, undue influence present. Support and time can be given to the person in a safe environment, to help promote understanding of abuse and all of its forms.

6.10.5 If a crime has, or is suspected of having, been committed information can be shared with the Police after explaining the need to do so with the person. It is important to report incidents as this provides information that can be used as part of a future investigation. Without this information, abuse can continue, and previous evidence will not exist. If there is information pertinent to crimes against individuals and the public, then action may need to be taken in accordance with relevant legislation.

6.10.6 General Data Protection Regulation's (GDPR) and human rights laws are not barriers to justified information sharing. If possible, be open and honest with the individual (and/or their family where appropriate) from the outset about why, what, how and with whom information will, or could be shared, and seek their agreement, unless it is unsafe or inappropriate to do so.

## 6.11 **Documentation**

6.11.1 Records play an important role in responding to safeguarding issues, not just in a health and care setting. All record keeping must follow Trust policies and procedures with all departments having clear and robust arrangements for the recording and storing of information.

6.11.2 The British Medical Association (BMA) for medical practitioners and Crown Prosecution Service (CPS) have stressed the need for evidence that is beyond reasonable doubt, particularly in the event of a perpetrator of abuse being charged. Records can be used in:

- Criminal or civil proceedings
- Obtaining an injunction or court order
- Housing provision

## 7. **CONSULTATION**

7.1 The Safeguarding Adults policy has been reviewed by Head of Safeguarding, Named Nurse for Safeguarding Adults and Named Nurses for Safeguarding Children.

## 8. **TRAINING AND SUPPORT**

8.1 It is the responsibility of all Heads of Service and Service Directors to ensure that all staff are competent to comply with this policy and its contents.

8.2 All staff are required to comply with mandatory training as specified in the Trust Mandatory Training Matrix. Staff are also required to comply with relevant job specific training as specified within their

service training matrix and on the Learning and Development Section on the StaffZone.

- 8.3** Managers are responsible to evidence how staff have gained the knowledge and skills to follow the principles of this policy e.g. cascade details of the policy at team meetings, staff forums, and training sessions.

**9. MONITORING**

See Appendix

**10. QUALITY AND EQUALITY IMPACT STATEMENT**

See Appendix

**11. LINKS TO OTHER POLICIES**

Please refer to relevant Trust policies and procedures - always use StaffZone to ensure most recent version is accessed.

**12. REFERENCES**

Care Act (2014)

[www.legislation.gov.uk/ukpga/2014/23/contents/enacted](http://www.legislation.gov.uk/ukpga/2014/23/contents/enacted)

Crime and Disorder Act (1998)

[www.legislation.gov.uk/ukpga/1998/37/contents](http://www.legislation.gov.uk/ukpga/1998/37/contents)

Department of Health (2011) Safeguarding Adults Role of Health Service Practitioners

[www.gov.uk/government/publications/safeguarding-adults-the-role-of-health-services](http://www.gov.uk/government/publications/safeguarding-adults-the-role-of-health-services)

General Data Protection Regulations (GDPR)

[www.gov.uk/government/publications/guide-to-the-general-data-protection-regulation](http://www.gov.uk/government/publications/guide-to-the-general-data-protection-regulation)

Mental Capacity Act (2005)

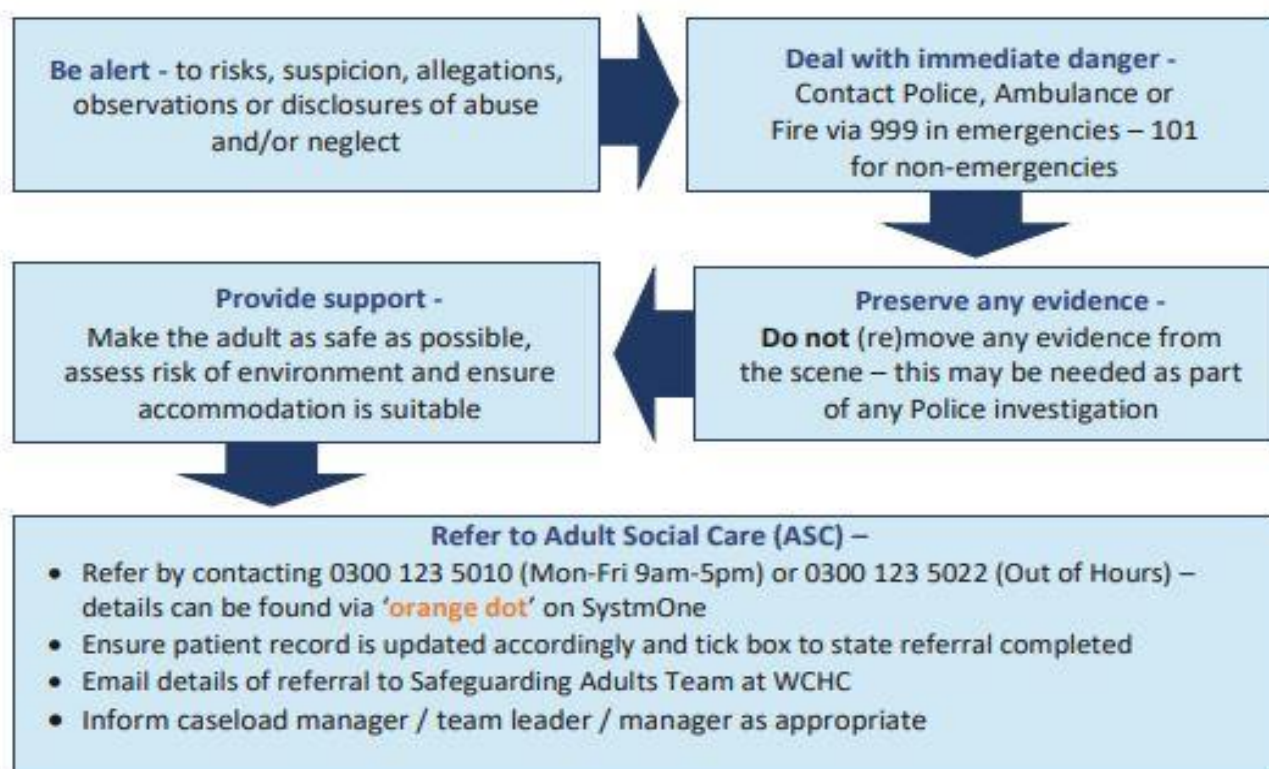
[www.justice.gov.uk/protecting-the-vulnerable/mental-capacity-act](http://www.justice.gov.uk/protecting-the-vulnerable/mental-capacity-act)

Crime and Policing Act 2026 - GOV.UK

# Safeguarding Adults

## How to report a safeguarding concern for an 'Adult at Risk'

This applies to all residents of Cheshire East regardless of setting i.e. community, hospital or care establishment



**WCHC Safeguarding Team – 0151 514 2280**

**WCHC On-Call Manager – 07810 754138 (Out of Hours)**

**Cheshire East ASC – 0300 123 5010**

**Cheshire East ASC – 0300 123 5022 (Out of Hours)**

August 2023 V3



wchc.nhs.uk



@nhsbuzz

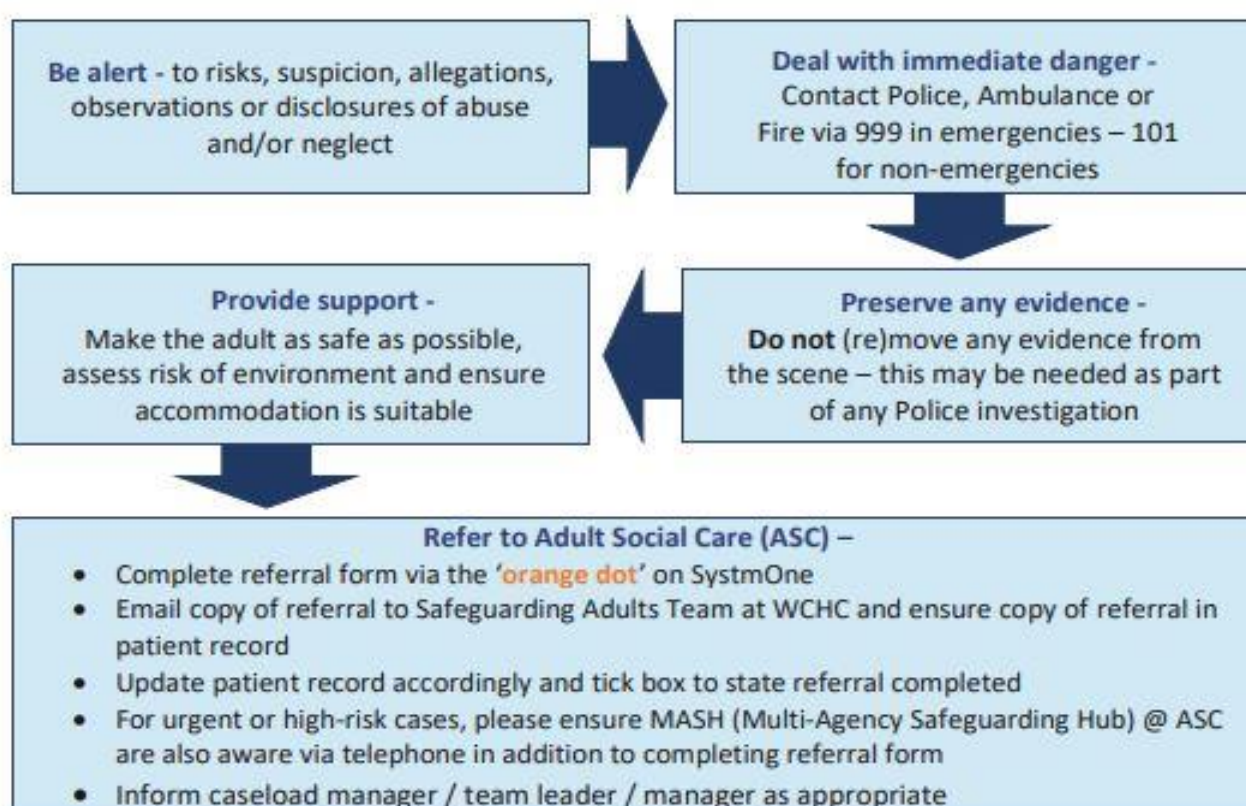


@wchc\_nhs

# Safeguarding Adults

## How to report a safeguarding concern for an 'Adult at Risk'

This applies to all residents of Knowsley regardless of setting i.e. community, hospital or care establishment



WCHC Safeguarding Team – 0151 514 2280

WCHC On-Call Manager – 07810 754138 (Out of Hours)

Knowsley MASH – 0151 443 2600

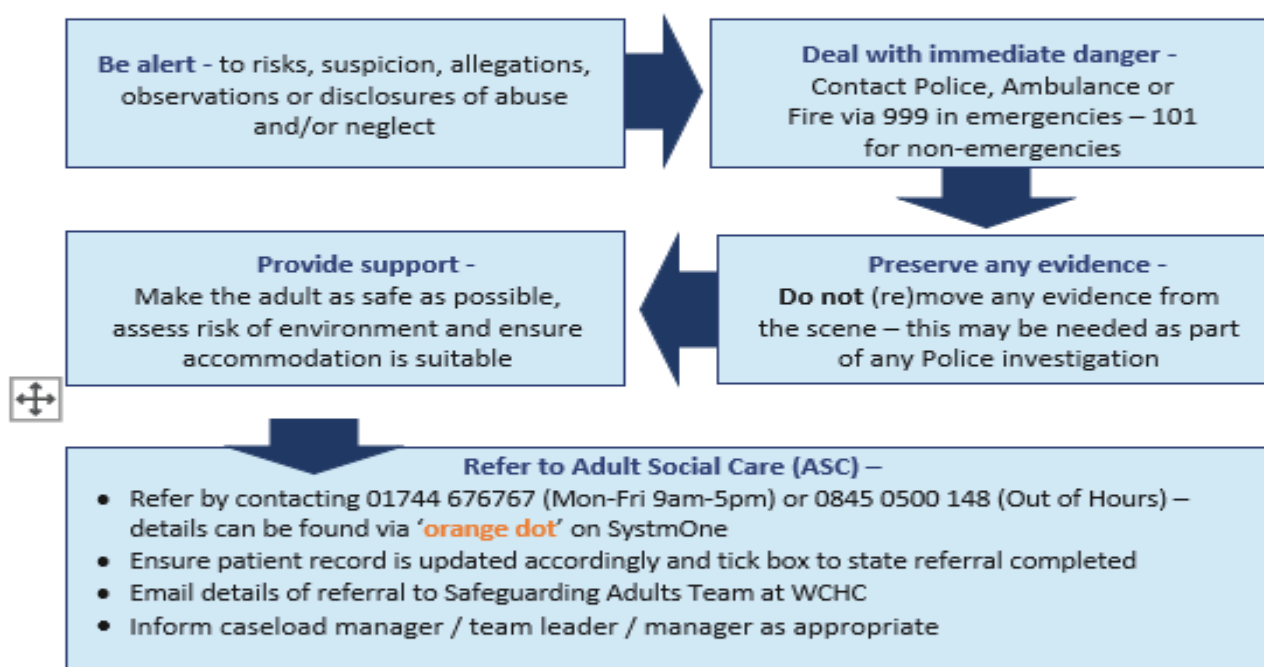
Knowsley Safeguarding Adults Unit – 0151 443 4888

August 2023 V3

# Safeguarding Adults

## How to report a safeguarding concern for an 'Adult at Risk'

This applies to all residents of St Helens regardless of setting i.e. community, hospital or care establishment



**WCHC Safeguarding Team** – 0151 514 2280

**WCHC On-Call Manager** – 07810 754138 (Out of Hours)

**St Helens ASC** – 01744 676767

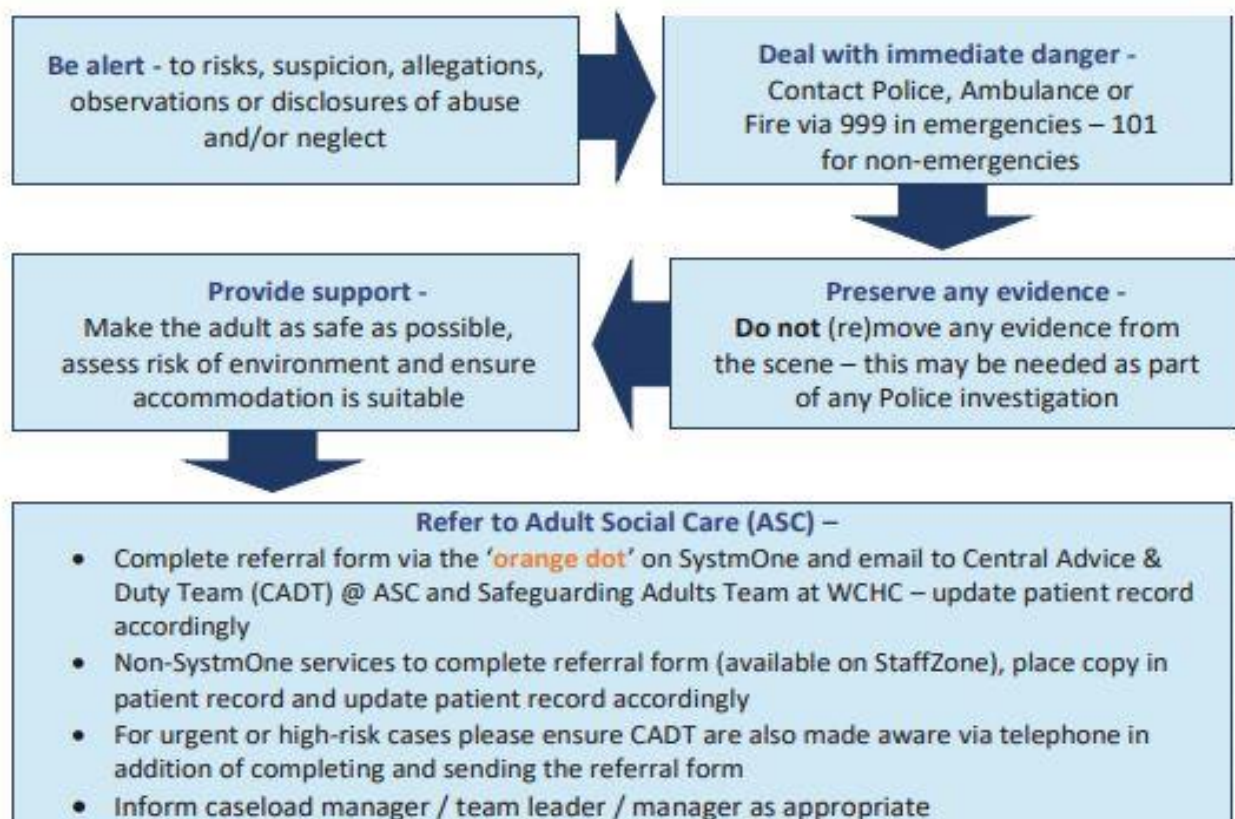
**St Helens EDT** (Emergency Duty Team) – 0345 0500 148 (Out of Hours)

June 2026 V4

# Safeguarding Adults

## How to report a safeguarding concern for an 'Adult at Risk'

This applies to all residents of Wirral regardless of setting i.e. community, hospital or care establishment



**Safeguarding Team** – 0151 514 2280     **WCHC On-Call Manager** – 07810 754138 (Out of Hours)

**Wirral CADT** – 0151 606 2006 or Email [cadt@wirral.gov.uk](mailto:cadt@wirral.gov.uk) (Mon – Fri 9am – 5pm)

**Wirral EDT (Emergency Duty Team)** – 0151 677 6557 (Out of Hours)

August 2023 V3

## Adult Social Care Referral Form

This form can be used for:

- Individuals who, or may, require additional care support.
- Individuals who are or may be self-neglecting / hoarding.
- Individuals who are, or may become, homeless and require support.
- Reporting an Adult at Risk\* who is, or is at risk of, experiencing abuse or neglect.

*\* An Adult at Risk is defined as having care and support needs and is (or is at risk of) suffering abuse or neglect and is unable to protect themselves due to those needs.*

Please provide as much information and detail as you can – this enables Adult Social Care to comprehensively assess the level of risk and provide a proportionate and prompt response.

*In urgent cases, please complete the form and contact CADT via 0151 606 2006 (Mon-Fri 9-5) or Emergency Duty Team (EDT) on 0151 677 6557 during Out of Hours.*

| Adult (at Risk) Details                 |                                                                  |
|-----------------------------------------|------------------------------------------------------------------|
| Name:                                   | NHS No:                                                          |
| Date of Birth:                          | Date of Death: (where applicable):                               |
| Address:                                | Gender: Female                                                   |
| Religion:                               | Ethnicity:                                                       |
| First Language:                         | Communication deficit / aid required:<br>If yes, provide detail. |
| Date and time of incident – Date: Time: |                                                                  |

|                                                                                                                                                                                                                                                                                                                         |                                                                                                                                   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Establish the Voice of the Adult – what do they want to happen? What outcome would they like?</b></p><br><p><b>What are their concerns? How would they like to be supported?</b></p><br>                                                                                                                          |                                                                                                                                   |
| <p><b>Has the adult provided consent for this referral?</b> Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If no, please identify the reason.</p>                                                                                                                                                      |                                                                                                                                   |
| <p><b>Is there reason to doubt that the adult lacks the mental capacity to consent to this referral?</b></p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, please complete an assessment of mental capacity and document in SY1 MCA Template</p> <p>Completed <input type="checkbox"/></p> |                                                                                                                                   |
| <p><b>Are you aware of any recent referrals to ASC or enquiry?</b></p>                                                                                                                                                                                                                                                  | <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>                                                                   |
| <p><b>Is the adult from another Local Authority and placed on Wirral?</b></p>                                                                                                                                                                                                                                           | <p>Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know <input type="checkbox"/></p>                               |
| <p><b>Is this a repeat contact about the same issue?</b></p>                                                                                                                                                                                                                                                            | <p>Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know <input type="checkbox"/></p>                               |
| <p><b>Are you aware of any previous or historical abuse involving this adult?</b></p>                                                                                                                                                                                                                                   | <p>Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know <input type="checkbox"/></p>                               |
| <p><b>Are you aware of any risks to staff?</b> Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If Yes, provide details.</p>                                                                                                                                                                             |                                                                                                                                   |
| <p><b>Does the adult have additional funding?</b></p>                                                                                                                                                                                                                                                                   | <p>CHC funding <input type="checkbox"/></p> <p>Fast Track <input type="checkbox"/></p> <p>Don't Know <input type="checkbox"/></p> |

|                                                                                                                                                                                                                                                                                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p><b>Does the adult have Deprivation of Liberty Safeguards (DoLS) in place?</b></p>                                                                                                                                                                                                                                                                                          | <p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>Don't know <input type="checkbox"/></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| <p><b>Reason for Referral</b></p>                                                                                                                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <p><b>Reason for referral to Adult Social Care (Please tick all that apply)</b></p> <p>Requires support / care needs assessment <input type="checkbox"/></p> <p>Actual or potential self-neglect / hoarding <input type="checkbox"/></p> <p>Actual or potential homelessness <input type="checkbox"/></p> <p>Actual or potential abuse / neglect <input type="checkbox"/></p> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <p><b>Details of (Potential) Abuse</b></p>                                                                                                                                                                                                                                                                                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| <p><b>Where did the incident / abuse take place?</b></p>                                                                                                                                                                                                                                                                                                                      | <p>Acute Hospital <input type="checkbox"/></p> <p>Day Centre <input type="checkbox"/></p> <p>Own Home <input type="checkbox"/></p> <p>Sheltered / Supported Accommodation <input type="checkbox"/></p> <p>Other <input type="checkbox"/></p> <p>Residential Care:</p> <p>Permanent <input type="checkbox"/> Temporary <input type="checkbox"/></p> <p>Nursing Care:</p> <p>Permanent <input type="checkbox"/> Temporary <input type="checkbox"/></p> <p>CICC</p> <p>Aster <input type="checkbox"/> Bluebell <input type="checkbox"/> Iris <input type="checkbox"/></p> <p>CICC fall that requires transfer to hospital <input type="checkbox"/></p> <p>Was the fall witnessed?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> |

**Category of abuse (please tick all that apply)**

For ALL incidents of domestic abuse please follow Domestic Abuse Pathway – the Domestic Abuse Toolkit can be found on Staff Zone.

*Domestic abuse is ANY abuse perpetrated by a relative or partner / previous partner.*

**Economic** ☐ Please provide details. Consider, does the adult have access to own finances/possessions? Are there any concerns re: theft/fraud/exploitation?

**Psychological** ☐ Please provide details. Consider, are there any concerns re: dignity/choice? Any frightening verbal attacks/emotional blackmail?

**Sexual** ☐ Please provide details. Consider, any contact or sexualised behaviour that has put the adult in distress/at risk? Any sex or voyeurism without consent?

**Physical** ☐ Please provide details. Consider, any unexplained markings/lesions/cuts/grip marks/injuries observed or identified? Any inappropriate restraint or withholding of basic necessities, i.e., food/hydration?

**Modern Slavery** ☐ Please provide details. Consider, any limiting of access to medical/dental/finances?

**Self-Neglect** ☐ Please provide details. Consider, any hoarding behaviours/severe domestic squalor? Does cause for concern include significant deterioration in their wellbeing, for example, damage to skin integrity, dehydration, malnutrition?

**Neglect / Acts of Omission** ☐ Please provide details. Consider, any recurrent missed home care visits/lack of engagement with services/failure to meet care needs? Any failure to provide essential services in life threatening situations?

**Discriminatory** ☐ Please provide details. Consider, any refusal of access to required care/support/services?

**Organisational Abuse** ☐ Please provide details. Consider, any unsafe/bad practice/lack of privacy/documentation concerns/training issues that result in failure to manage the support needs of the adult?

If identified as Organisational Abuse, please provide details of the organisation.

|                                                                                                                  |               |
|------------------------------------------------------------------------------------------------------------------|---------------|
| <b>Details of referral:</b> Please provide as much information about incident/abuse and those involved.          |               |
| Identify what immediate action(s) you have taken to support / protect the adult?                                 |               |
| Identify what actions you would like Adult Social Care to take in order to provide support to the adult at risk. |               |
| <b>Alleged Perpetrator Information</b>                                                                           |               |
| Name:                                                                                                            | Relationship: |
| Contact details:                                                                                                 | Address:      |
| <b>Relevant others (NOK, family member or carer)</b>                                                             |               |
| Name:                                                                                                            | Relationship: |
| Contact details:                                                                                                 | Address:      |
| <b>Other professional / agency involvement</b>                                                                   |               |
| Name:                                                                                                            | Organisation: |
| Contact details:                                                                                                 | Address:      |
| <b>Referrer</b>                                                                                                  |               |
| Name:                                                                                                            | Email:        |

ASC Referral Form – V6 June 2024

|                   |                   |
|-------------------|-------------------|
| Base:             | Team Leader:      |
| Telephone Mobile: | Telephone Office: |

**Once complete please email to BOTH via NHS Mail on System One**

**[cadt@wirral.gov.uk](mailto:cadt@wirral.gov.uk) and [wcnt.SafeguardingAdults@nhs.net](mailto:wcnt.SafeguardingAdults@nhs.net)**

***In urgent cases, please complete the form and contact CADT via 0151 606 2006 (Mon-Fri 9-5) or Emergency Duty Team (EDT) on 0151 677 6557 during Out of Hours.***

## Appendix 1: Monitoring Compliance of Policy

| <b>Minimum requirement to be monitored</b>        | <b>Process for monitoring (e.g. audit)</b> | <b>Responsible group</b>     | <b>Frequency of monitoring</b> | <b>Evidence</b> | <b>Responsible individual for development of action plan</b> | <b>Responsible committee for monitoring of action plan and Implementation</b> |
|---------------------------------------------------|--------------------------------------------|------------------------------|--------------------------------|-----------------|--------------------------------------------------------------|-------------------------------------------------------------------------------|
| Quality assurance of Safeguarding Adult referrals | Review                                     | Safeguarding Assurance Group | Quarterly                      | Report          | Specialist Nurse Safeguarding Adults                         | Safeguarding Assurance Group                                                  |
| Report of Quality Assurance themes and learning   | Audit                                      | Safeguarding Assurance Group | Annually                       | Completed Audit | Named Nurse Safeguarding Adults.                             | Wirral Place ICB                                                              |

## Summary Information for QEIA Stage 1

|                                                                                                                                         |                                                                |                                          |                                 |                                             |       |
|-----------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|------------------------------------------|---------------------------------|---------------------------------------------|-------|
| Initiative/Project/Change Title                                                                                                         | SAFEGUARDING ADULTS POLICY SG01                                |                                          |                                 |                                             |       |
| Department/service                                                                                                                      | SAFEGUARDING ADULTS<br>CORPORATE                               |                                          | Lead Name & Job Title           | Jo Welsh<br>Named Nurse Safeguarding Adults |       |
| Rationale for completion                                                                                                                | A new strategy or policy                                       | Change to an existing strategy or policy | Change to a service or function | A new service or function                   | Other |
| Initiative/Project/Change Description<br><br><i>Describe current status followed by any changes that stakeholders would experience.</i> | Reviewed and Updated Safeguarding Adults Policy SG01 version 9 |                                          |                                 |                                             |       |
| Who is likely to be impacted?                                                                                                           | Patients/service users/carers                                  | Workforce                                | Organisation                    | Partners                                    | Other |

## Quality/Equality Impact Assessment

The QEIA looks at the project/change as a whole and asks how it will impact patients/service users, staff and the organisations involved and how any identified risks or negative impacts could be mitigated.

**What will be the impact of the following? Only complete the likelihood, consequence if the impact is negative.** The risk should be rated considering the impacts once mitigation is in place. In all cases provide the rationale for the impact chosen for positive, neutral or negative

|                                                             |                                                                                                                                                                                                                                                                                                               |                 |                 |                 |                     |
|-------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|-----------------|-----------------|---------------------|
| What will be the impact on Patient/Service User experience? | Will this scheme have a positive/negative or neutral effect on patients' experience of care, based on all interactions, before, during and after the delivery of care?<br>Choose an item. <b>neutral</b><br>Provide rationale for your decision: policy to ensure staff are able to Safeguard adults at risk. |                 |                 |                 |                     |
|                                                             | Likelihood (L)                                                                                                                                                                                                                                                                                                | Choose an item. | Consequence (C) | Choose an item. | Overall score (LXC) |

## Quality/Equality Impact Assessment

|                                                                |                                                                                                                                                                                                                                                                                                       |                                  |                 |                                  |                     |                                  |
|----------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|-----------------|----------------------------------|---------------------|----------------------------------|
|                                                                | Mitigation for impacts                                                                                                                                                                                                                                                                                | Click or tap here to enter text. |                 |                                  |                     |                                  |
| <b>What will be the impact on the Workforce?</b>               | Will the scheme have a positive/negative or neutral effect on the staff safety or experience based on all interactions, before, during and after the delivery of care?<br>Positive Impact<br>Provide rationale for your decision: Enable staff to safeguard patients and service users.               |                                  |                 |                                  |                     |                                  |
|                                                                | Likelihood (L)                                                                                                                                                                                                                                                                                        | Choose an item.                  | Consequence (C) | Choose an item.                  | Overall score (LXC) | Click or tap here to enter text. |
|                                                                | Mitigation for impacts                                                                                                                                                                                                                                                                                |                                  |                 | Click or tap here to enter text. |                     |                                  |
| <b>What will be the impact on Clinical Effectiveness?</b>      | Will the scheme have a positive/negative or neutral effect on the aim to apply knowledge that is based on research, clinical experience and patient preferences, to achieve optimum processes and outcomes of care for patients/service users?<br>Neutral<br>Provide rationale for your decision: N/A |                                  |                 |                                  |                     |                                  |
|                                                                | Likelihood (L)                                                                                                                                                                                                                                                                                        | Choose an item.                  | Consequence (C) | Choose an item.                  | Overall score (LXC) | Click or tap here to enter text. |
|                                                                | Mitigation for impacts                                                                                                                                                                                                                                                                                |                                  |                 | Click or tap here to enter text. |                     |                                  |
| <b>What will be the impact on Patient/Service User Safety?</b> | Will the scheme have a positive/negative or neutral effect on the aim to treat and care for people in a safe environment and protect them from avoidable harm?<br>Positive Impact<br>Provide rationale for your decision :Ensure adults at risk of abuse or neglect are safeguarded by our staff.     |                                  |                 |                                  |                     |                                  |
|                                                                | Likelihood (L)                                                                                                                                                                                                                                                                                        | Choose an item.                  | Consequence (C) | Choose an item.                  | Overall score (LXC) | Click or tap here to enter text. |
|                                                                | Mitigation for impacts                                                                                                                                                                                                                                                                                |                                  |                 | Click or tap here to enter text. |                     |                                  |
| <b>What will be the impact on the Trust or wider system?</b>   | Will this scheme have a positive/negative or neutral effect the Trust or wider system partners?<br>Neutral<br>Provide rationale for your decision: N/A                                                                                                                                                |                                  |                 |                                  |                     |                                  |
|                                                                | Likelihood (L)                                                                                                                                                                                                                                                                                        | Choose an item.                  | Consequence (C) | Choose an item.                  | Overall score (LXC) | Click or tap here to enter text. |
|                                                                | Mitigation for impacts                                                                                                                                                                                                                                                                                |                                  |                 | Click or tap here to enter text. |                     |                                  |
| <b>Who may be affected by this activity?</b>                   | Age                                                                                                                                                                                                                                                                                                   |                                  | Disability      |                                  |                     |                                  |
|                                                                | Gender Reassignment                                                                                                                                                                                                                                                                                   |                                  | Race            |                                  |                     |                                  |

## Quality/Equality Impact Assessment

|                                                                    |                                                                    |                                                        |                                  |                                                |                     |                                  |
|--------------------------------------------------------------------|--------------------------------------------------------------------|--------------------------------------------------------|----------------------------------|------------------------------------------------|---------------------|----------------------------------|
|                                                                    | Marriage & Civil Partnership                                       |                                                        |                                  | Pregnancy & Maternity                          |                     |                                  |
|                                                                    | Religion & Beliefs (including no belief)                           |                                                        |                                  | Sex                                            |                     |                                  |
|                                                                    | Sexual Orientation                                                 |                                                        |                                  | None of the above                              |                     |                                  |
| <b>Could there be an impact on any of the below?</b>               | Armed Forces/Veterans or Reservists                                |                                                        |                                  | Carers                                         |                     |                                  |
|                                                                    | Digital Exclusion                                                  |                                                        |                                  | Domestic Abuse                                 |                     |                                  |
|                                                                    | Education (literacy)                                               |                                                        |                                  | Gypsy/Roma/Travellers                          |                     |                                  |
|                                                                    | Homeless                                                           |                                                        |                                  | Looked After Children                          |                     |                                  |
|                                                                    | Rural/Urban Areas                                                  |                                                        |                                  | Socioeconomic disadvantage                     |                     |                                  |
|                                                                    | People with addictions or substance misuse problems                |                                                        |                                  | People on Probation                            |                     |                                  |
|                                                                    | Prison Population                                                  |                                                        |                                  | Undocumented migrant, refugees, asylum seekers |                     |                                  |
|                                                                    | Sex Workers                                                        |                                                        |                                  | Neurodiversity                                 |                     |                                  |
|                                                                    | Other (Please describe)<br>Click or tap here to enter text.        |                                                        |                                  | None of the above                              |                     |                                  |
|                                                                    | <b>Group identified</b><br><b>Click or tap here to enter text.</b> | What is the impact on the group identified? Disability |                                  |                                                | Describe the impact |                                  |
| Neutral                                                            |                                                                    |                                                        | Click or tap here to enter text. |                                                |                     |                                  |
| Likelihood (L)                                                     |                                                                    | Choose an item.                                        | Consequence (C)                  | Choose an item.                                | Overall score (LXC) | Click or tap here to enter text. |
|                                                                    | Mitigation for impacts                                             |                                                        |                                  | Click or tap here to enter text.               |                     |                                  |
| <b>Group identified</b><br><b>Click or tap here to enter text.</b> | What is the impact on the group identified? Neurodiversity         |                                                        |                                  | Describe the impact                            |                     |                                  |
|                                                                    | Neutral                                                            |                                                        |                                  | Click or tap here to enter text.               |                     |                                  |
|                                                                    | Likelihood (L)                                                     | Choose an item.                                        | Consequence (C)                  | Choose an item.                                | Overall score (LXC) | Click or tap here to enter text. |
|                                                                    | Mitigation for impacts                                             |                                                        |                                  | Click or tap here to enter text.               |                     |                                  |
| <b>Group identified</b><br><b>Click or tap here to enter text.</b> | What is the impact on the group identified?                        |                                                        |                                  | Describe the impact                            |                     |                                  |
|                                                                    | Neutral                                                            |                                                        |                                  | Click or tap here to enter text.               |                     |                                  |
|                                                                    | Likelihood (L)                                                     | Choose an item.                                        | Consequence (C)                  | Choose an item.                                | Overall score (LXC) | Click or tap here to enter text. |

| Quality/Equality Impact Assessment                             |                        |                                                                                                           |                                      |                 |
|----------------------------------------------------------------|------------------------|-----------------------------------------------------------------------------------------------------------|--------------------------------------|-----------------|
|                                                                | Mitigation for impacts |                                                                                                           | Click or tap here to enter text.     |                 |
| <b>How often will the QEIA be reviewed during the project.</b> | Choose an item.        | Where a QEIA is reviewed during the project lifetime, the dates should be included within the milestones. | Where will the reviewed QEIA report? | Choose an item. |
| <b>Have you completed a DPIA?</b>                              | Not required           |                                                                                                           |                                      |                 |

If the risk score is greater than 10 in any area, this will require a more detailed impact assessment to be carried out and shared for Executive approval  
[Standard Operating Procedure - template \(wirralct.nhs.uk\)](http://wirralct.nhs.uk)