

Southwark Safeguarding Adults Concern Form For Professionals

This form is to be used to notify Adult Social Care of suspected or actual instances of abuse or neglect. Where a criminal act may have been committed against a vulnerable adult, the police must be also be notified.

This form should be completed as fully as possible in order that robust decisions can be made about how the concern will be progressed.

Details of where to send this referral are available at the end of this form.

1. Information about the adult at risk

Name		Date of Birth	
Telephone		Ethnicity	
Home address		Postcode	
Email address			
Type of accommodation	Own Home	Residential care home	Nursing care home
	Extra Care Housing	Supported living	Other
Present location of adult if different from above			

2. Involvement of the adult at risk

Are you of the view that the adult has mental capacity to consent to this safeguarding concern being made?	Yes	No
If not, has a mental capacity assessment been undertaken?	Yes	No
Please provide a summary of your conclusion from your mental capacity assessment.		
If the adult has capacity to consent, have they consented to the referral? <i>Consent should be sought by explaining to the adult the benefits of sharing information and that sharing information will enable all agencies to work together with the adult to create a safety plan.</i>	Yes	No
If not, please indicate on what legal grounds you are overriding consent?		
Public interest (risks to others)	Risk of serious harm to self	Suspected serious crime
Adult at risk lacks mental capacity to provide consent (best interests decision made)	Ability to consent is affected by threatening or coercive behaviour	Seeking consent would increase risks to the adult or others
Other – please state		

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Do you think the adult at risk would have substantial difficulty participating in the safeguarding process?	Yes	No	
If yes, is there a suitable person who could represent them? (e.g. family member, friend, advocate)	Unknown	Yes	No
Please provide the name and contact details of this suitable person			
What does the adult at risk (or their representative) say that they want to happen as a result of the Safeguarding Adults concern? What are their desired outcomes?			

Safeguarding enquiry (s42) criteria	
What care and support needs does the adult have?	
How do these needs prevent the adult from protecting themselves?	

3. Information about the alleged abuse / risk of abuse

Details of the person alleged to have caused harm <i>We appreciate that you may not have detailed information regarding the person alleged to have caused harm, if you do not have contact details please leave blank</i>			
Name			
Telephone number		Relationship to the adult at risk	
Address			
If the alleged perpetrator is a staff/volunteer, provide details (include employer, job role, work address):			
Are they an adult with care and support needs?	Yes	No	
Details of care and support needs (if applicable):			
Any other details about the alleged abuser(s):			

Type of abuse – please <input checked="" type="checkbox"/> all that apply
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Physical Female Genital Mutilation		Sexual		Psychological / Emotional	
Organisational		Sexual exploitation		Financial / Material Theft Rogue trading / scamming Misuse of legal authority Misuse of financial affairs by third party	
Neglect / Acts of omission		Self-neglect Hoarding Non-compliance with care		Domestic Abuse Honour based violence Forced marriage	
Cuckooing		Discriminatory abuse		Modern Slavery Human trafficking Forced labour Domestic servitude	

Details of alleged abuse			
Date of incident		Time of incident	
Location			
<i>Please use this box to give a detailed description of what the concerns are, what has happened, who is involved, any witnesses and any other comments you feel are relevant. If the concern relates to physical abuse please also provide a body map.</i>			
Is the adult at risk of further abuse / neglect?	Unknown	Yes	No
What has been done to ensure the immediate safety of the adult at risk? (Completing and submitting this form does not constitute management of immediate risks.)			
Has this concern been reported to the Police?	Yes	No	
Please provide the outcome of the Police action and Police CAD number (if available):			
Are there any risks to others (other adults and children)?	Yes	No	Unknown
If yes, please provide details – please include who this information has been shared with – e.g. Police, Children’s Social Care, MAPPA etc. If there are risks to children, you must notify Children’s Services MASH@Southwark.gov.uk			

5. Details about the person completing this form

Name		Job title	
Organisation name		Organisation address	
Email address		Phone number	
Date of referral			

6. Where to send this form

Please forward this form to the relevant team, as follows:

For older people and adults with a physical, sensory disability:

T: 020 7525 3324

OPPDcontactteam@southwark.gov.uk

For adults with a learning disability:

T: 020 7525 2333

LearningDisabilitiesDuty@southwark.gov.uk

For adults (18-65 years) with a mental illness:

T: 020 7525 0088

MHContact@southwark.gov.uk

For adults who do not have recourse to public funds:

T: 020 7525 4496

NRPF@southwark.gov.uk

7. What happens next

Southwark adult social care will use the information in this form to make an assessment of the level of risk, harm and vulnerability of the adult at risk. Further information may be required from you and other organisations involved. This assessment, alongside the desired outcomes of the adult at risk (or their representative) will determine whether the case is progressed to a Safeguarding Adults Enquiry. The initial decision to progress, or not, is made by a Safeguarding Adults Manager.

Feedback will be provided to the person who completed this form, unless specified otherwise. If you disagree with the decision that has been made, please escalate your concerns to the relevant team for the attention of the Safeguarding Adults Manager.