



## **Adult multi-agency pathway good guidance for convening 'Concerns meetings'**

It has been identified through Learning Reviews and Safeguarding Adult Reviews (SAR's), that better coordination and communication between services supporting adults with care and support needs (hereafter referred to as 'adults') is required. The effective prevention and management of escalating concerns needs effective partnership-working between adults, families and services.

Listening to adults and being accepting of their right to positive risk-taking is important in effective prevention and early intervention.

Any professional or service who has identified a concern relating to an adult with care and support needs, may lead on bringing agencies together in a 'Concerns Meeting'. The aim would be to develop proportionate and coordinated responses and actions to support an adult's well-being. This person would become the Single Point of Contact (SPOC) whilst concerns remain. Consideration should always be given to inviting the adult and/or gaining their consent.

### **This multi-agency good practice guidance aims to:**

- Encourage partners, professionals and services to deliver co-ordinated, early responses to issues and concerns about adults, in a proactive and preventative way
- Agree an early multi-agency offer of advice, assistance and support to adults where there are escalating concerns about their well-being and safety
- Consider the adults wishes and outcomes as part of any discussion or plan, with their consent and involvement when safe and possible to do so

### **Objectives**



The Care Act 2014 states (Para 14.156) that Safeguarding Adults Boards:

*'Should support and promote the development of initiatives to improve prevention, identification and response to abuse and neglect.'*

The Care Act 2014 places a duty on local Safeguarding Adult Boards to develop and implement a clear strategy around the prevention of abuse or neglect of adults with care and support needs.

This guidance therefore invites agencies to consider practical ways of sharing information, in the form of a Concerns Meeting (or any other means), to share concerns with each other to support adults with care and support needs (whether or not the Local Authority is meeting any of those needs).

**Agencies should aim to:**

- Identify, prevent, delay or reduce the need for long term support
- Coordinate and manage a plan about escalating concerns whilst consider trauma and how previous experiences impact upon the lives of adults
- Talk with adults about why people are concerned and ask what would help them
- Involve adults in shaping what support and advice might work for them, including putting them in touch with peers, support groups or people that can help.
- Identify early support to maintain the adults' independence, choice and control
- Develop skills, knowledge and professional judgements about trauma and complex situations
- Agree timely action to manage escalating concerns.
- Agencies to make use of the Integrated Multi - Disciplinary Team meetings which are already in effect and are held at a number of GP practices and are currently being rolled out at more practices across the city. The purpose of the meetings is to provide a forum for professionals from all sectors to discuss/plan /develop and agree the management of an individual. The current Primary Care/Community MDT Meetings are GP led. Any of the agencies in attendance can refer an individual for discussion at the meeting. The MDT is attended by a number of professionals

The Data Protection Act 1998 and the General Data Protection Regulations 2018 make clear that we all have a responsibility to ensure that personal information is processed and stored lawfully and fairly, and that people have a right to view information stored about them. However, this should not be a barrier to sharing information for example when it is about safeguarding an adult or child or there are significant health and safety concerns.

**The seven golden rules for information-sharing:**

- Data Protection legislation is not a barrier to sharing information
- Be open and honest with the person and seek their agreement unless unsafe or inappropriate
- Seek advice if in any doubt
- Share with consent where appropriate and possible
- Consider safety and well-being
- Sharing information must be: necessary, proportionate, relevant, accurate, timely and secure
- Keep a record of your decision and reasons for it, with whom you have shared and for what purpose

**Good Practice:**

- A Single Point of Contact (SPOC) should convene a Concerns Meeting when a professional/agency considers that risks are escalating, or prevention is required

- Involve the adult at every stage, support them to both understand and manage the risks/concerns, if the adult concerned does not want to be involved record why.
- Assume mental capacity and fully involve the adult. If the adult lacks mental capacity, involve an advocate and act in the adult's best interests in the less restrictive means possible
- Agree a plan of support or a clear rationale about limits to further support/unavoidable risk
- The SPOC who convenes and Chairs the meeting should take proportionate action notes and securely distribute them to each attendee
- Review the plan of support if required – by a further meeting if necessary

**Please note where safeguarding concerns are identified, follow safeguarding procedures.**