



## **Adult multi-agency pathway guidance for convening ‘Concerns meetings’**

It has been identified through local Learning Reviews, Safeguarding Adult Reviews (SAR’s) and Domestic Homicide Reviews (DHR’s), that better coordination and communication between services supporting adults with (or without) care and support needs (hereafter referred to as ‘people’) is required. The effective prevention and management of escalating concerns needs effective partnership-working with people, their families and services supporting them.

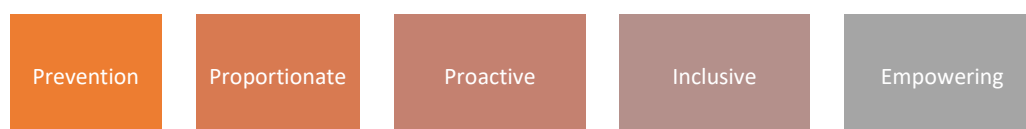
Listening to people with additional vulnerabilities and being accepting of their right to positive risk-taking is important in effective prevention and early intervention.

Any professional or service who has identified a concern relating to a person with or without 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 a person’s well-being. This professional would become the Single Point of Contact (SPOC) whilst concerns remain. Consideration should always be given to inviting the person 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 people, in proportionate, proactive and preventative ways
- Agree an early multi-agency offer of advice, assistance and support to people where there are emerging or escalating concerns about their well-being and safety
- Always consider the persons’ 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.’*

This guidance invites agencies to consider practical ways of sharing information, in the form of a Concerns Meeting (or any other means), to share information and better support people with or without care and support needs.

**Agencies should aim to:**

- Identify, prevent, delay or reduce the need for long term support
- Coordinate and manage a plan about emerging or escalating concerns whilst also considering trauma and how previous experiences impact upon people's lives
- Talk with people about why others are concerned and ask what would help them
- Involve people in shaping what support and advice might work for them, including connecting them with peers, support groups or people that can help.
- Identify early support to maintain the person's independence, choice and control
- Develop skills, knowledge and professional judgements about trauma informed practice and understanding of complex situations
- Agree timely action to manage escalating concerns.
- Make use of the Integrated Multi - Disciplinary Team meetings which are already in effect. The meetings 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 ask to discuss a person at the meeting. The MDT is attended by a range 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 when 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 the person or a professional/agency considers that risks are emerging, escalating, or preventative support is needed
- Involve the person at every stage, support them to recognise, understand and manage the risks/concerns. If the person concerned does not want to be involved, record why.
- Assume mental capacity and fully involve the person, unless it is unsafe to do so. If the person lacks mental capacity at that time, involve an advocate and act in the person'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.**