Hammersmith and Fulham Safeguarding Adults Board

Safeguarding Adult Case Review Group (SACRG)

Referral Form

**Guidance notes**

**Any agency, professional or individual** can bring a case to the attention of the Safeguarding Adults Board and request a Safeguarding Adults Review (under Section 44 of the Care Act) if they believe it to fit the criteria listed below:

1. An adult with care and support needs has died (including suicide) and abuse or neglect is known or suspected to be a factor and the case gives rise to concerns about how multiple services or organisations worked together to safeguarding adult at risk from harm
2. An adult with care and support needs has experienced serious abuse or neglect resulting in significant harm and the case gives rise to concerns about how multiple services or organisations worked together to safeguard adult at risk from harm.

In the context of SARs, something can be considered serious abuse and neglect where, for example, the individual would have been likely to have died but for an intervention or has suffered permanent harm or has reduced capacity or quality of life (whether because of physical or psychological effects) as a result of the abuse or neglect.

There may also be other situations where the H&F Safeguarding Adults Board may arrange for a SAR to be undertaken, or consider alternative multi-agency reviews. This could include:

* A case featuring repetitive or new concerns or issues which the SAB wants proactively to review in order to pre-emptively tackle practice areas or issues before serious abuse or neglect arises.
* A case featuring good practice in how agencies worked together to safeguard an adult with care and support needs, from which learning can be identified and applied to improve practice and outcomes for adults.

**If referring a case which may not meet criteria for a statutory review, referrers must ensure they clearly outline the rationale for this within the referral form.**

The overall purpose of a Safeguarding Adult Review is to **promote learning and improve practice, not to re-investigate or to apportion blam**e. The objectives include establishing.

lessons that can be learnt from how professionals and their agencies work together, identifying good practice and improvements to local inter-agency practice.

Where referral is made by an agency or professional, **the organisation’s internal governance processes should be followed BEFORE referring to the SACRG**. This is to ensure all senior people in the organisation are aware and kept informed of the discussions via the organisation’s representative.

[Safeguarding Adults Reviews: Information for family, friends and carers (lbhf.gov.uk)](https://www.lbhf.gov.uk/sites/default/files/section_attachments/safeguarding_adults_reviews_-_information_for_friends_families_and_carers_.pdf)

[Safeguarding Adults Reviews: Information for professionals (lbhf.gov.uk)](https://www.lbhf.gov.uk/sites/default/files/section_attachments/safeguarding_adults_reviews_-_information_for_professionals_.pdf)

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| **Referrers details:** | | |
| **Name of referrer:** | Click or tap here to enter text. | |
| **Organisation/service:** | Click or tap here to enter text. | |
| **Name/Role of senior manager signing off referral:** | Click or tap here to enter text. | |
| **Date referral form approved by senior manager:** | Click or tap to enter a date. | |
| **Date of referral to SACRG:** | Click or tap to enter a date. | |
|  | | |
| **Details of the adult:** | | |
| **Adult’s Name:** | | Click or tap here to enter text. |
| **Date of Birth:** | | Click or tap to enter a date. |
| **Date of Death:** | | Click or tap to enter a date. |
| **Adult’s Address:** | | Click or tap here to enter text. |
| **Case Identifier/NHS No./Other (If relevant):** | | Click or tap here to enter text. |
| **Outline of care and support needs:** | | Click or tap here to enter text. |
| **Gender:** | | Click or tap here to enter text. |
| **Ethnicity:** | | Click or tap here to enter text. |
| **Religion (if known):** | | Click or tap here to enter text. |
| **Sexual orientation (if known):** | | Click or tap here to enter text. |

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| **Reason for referral (select as appropriate)** | |
| An adult with care and support needs (whether or not those needs are met by the Local Authority) has died as a result of abuse or neglect, whether known or suspected, and there is concern that partner agencies could have worked together more effectively to protect the adult |  |
| An adult with care and support needs (whether or not those needs are met by the Local Authority) in area has not died, but it is known or suspected that the adult has experienced serious abuse or neglect and there is concern that partner agencies could have worked together more effectively to protect them. | ☐ |
| Discretionary SAR **–** The threshold for a SAR is not considered to be met but where there may be valuable lessons about how agencies work together to safeguard adults at risk.  ***If referring for discretionary SAR, please outline below what benefit you think there would be from a multi-agency review of this******case****.* |  |

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| **Case details** | | | | |
| **Case outline:**  *Please ensure you explain clearly why you believe this meets the criteria of a SAR, or alternatively why there would be benefit to alternative multi-agency review - include any specific concerns about the case and inter-agency working* | | | Click or tap here to enter text. | |
| **Please detail agencies known to be involved with the case:** | | | Click or tap here to enter text. | |
| **Enquiries/investigations completed to date & by agency i.e., Section 42 Enquiry, Posthumous Review, Serious Incident Report etc.** | | | Click or tap here to enter text. | |
| **Are there any issues that need to be considered with regard to timing of the review? E.g., coroner’s inquest; police investigation etc.** | | | Click or tap here to enter text. | |
| **Characteristics of the abuse (select all that apply)** | | | | |
| Domestic abuse | Physical abuse | Psychological abuse | | Self-neglect |
| Suicide and abuse | Substance use | Long-standing neglect/acts of omission | | Financial or material abuse |
| Modern Slavery | Discriminatory abuse – including hate crime; including mate crime | Organisational abuse | | Sexual abuse or exploitation |
| Case involving multiple adults |  |  | |  |

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| **Involvement** | |
| **Does the adult and/or their family or representative know that case if being referred for a SAR?**  *Please consider the sensitive nature of these topics and whether family members are aware of incident leading to referral.* | YES  NO |
| **Please outline the communication that has taken place with the individual concerned, their family and/or friends regarding this referral and their views.** | Click or tap here to enter text. |