



Derbyshire Safeguarding Adults Board Vulnerable Adult Risk Management (VARM) Policy

1. Introduction

1.1 The Derbyshire Safeguarding Adults Board (DSAB) agreed the need for a process to manage risks. This may arise within specific circumstances when working with adults deemed to have capacity to make decisions for themselves, but who are at risk of serious harm or death through:

- Self-neglect (Care Act 2014)
- Risk-taking behaviour/chaotic lifestyles, or
- Refusal of services

1.2 The Vulnerable Adult Risk Management (VARM) policy was implemented in 2013. The aim of the VARM policy is to provide professionals with a framework to facilitate effective multi-agency working with adults who are at significant risk.

2 Vulnerable Adult Risk Management (VARM) process

2.1 The VARM is a multi-agency adult assessment risk management process to:

- Identify the relevant risks for the individual
- Discuss and agree agency responsibilities/actions
- Record, monitor and review progress with the agreed action plan
- Agree when the risks have been managed and evaluate the outcome

2.2 The VARM will only be called where the adult at risk does not fall within the existing multi-agency processes, or if it is felt that a VARM meeting will help to reduce the risk of serious harm or death. The VARM is not a substitute for:

- Multi-Agency Public Protection Arrangements (MAPPA)
- Multi-Agency Risk Assessment Conference (MARAC)
- Channel (multi-agency meeting within the Prevent programme)
- Formal adult safeguarding procedures

2.3 Each agency has a responsibility to ensure that their staff are aware of the VARM policy/process and of the need to contact their safeguarding lead/manager if/when the process is required. The agency that identifies the person at risk who would benefit from a VARM meeting will be responsible for:

- Checking whether the criteria are met (see section 3.1)
- Leading the process (see sections 4 - 6)
- Co-ordinating multi-agency meetings as appropriate
- Maintaining records using the designated [VARM Meeting Record](#)
- Communicating outcomes

3 Criteria for a VARM

3.1 All the following conditions must apply for a VARM to be called:

- A person **must have capacity** to make decisions and choices regarding their life
- There is a **risk of serious harm or death** by self-neglect, fire, deteriorating health condition, nonengagement with services or where an Adult is targeted by local community, is subjected to Hate Crime, Anti-Social Behaviour or sexual violence - and they do not meet the criteria for safeguarding (serious harm means death or injury, whether physical or psychological, which is life threatening and/or traumatic and which is viewed to be imminent or likely to occur in the future)
- There is a **potential risk to the health and safety of others in the community**. This could be due to fire risk, cuckooing, drug dealing, hate crime and other crimes committed which could make others feel unsafe in the area; environmental health concerns such as vermin, excess rubbish and unsanitary conditions and any other issue which could impact on the health and safety of neighbours, visitors, the wider community or professionals who need to enter the property to provide a service;
- There are high levels of concerns from partner agencies.

3.2 The principles of the [Mental Capacity Act \(2005\)](#) must be followed to establish whether the person has the capacity to make the relevant decisions. It is essential that every effort is made to engage and involve the person deemed to be at risk throughout the process, where they will engage.

3.3 The VARM is an opportunity to ensure all agencies have offered the appropriate support/options to the person. All relevant legislation must be considered throughout the process.

3.4 Should your VARM referral not meet the criteria, you will be informed by the VARM Administrator. There may be other options available to for you to support the adult. Should you require support in finding an alternative support mechanism please contact Call Derbyshire on 01629 533190.

4 Preparation for a VARM meeting

4.1 Consent for holding a VARM meeting should be obtained from the person wherever possible, and the person should be encouraged to participate in the process (see What to Expect information leaflet). However, a lack of consent must not prevent the meeting from taking place.

4.2 Where the criteria are met and a VARM meeting is agreed, the lead agency will (see [VARM Practice Guidance](#)):

- Identify the agencies to be invited to the meeting including non-statutory, voluntary sector and local community groups to facilitate the best opportunity to encourage positive engagement with the adult at risk
- Consider whether there are agencies not currently involved with the person that should be invited to attend
- Where children are part of the household or are linked to the person, Children's Services must be invited to the meeting and a safeguarding children referral completed
- Arrange a suitable venue and coordinate attendance
- Consider how the views of the person can be included – the person, or an appropriate advocate, may attend
- Consider the resources necessary, should the person wish to attend and has specific communication/physical needs

4.3 All partner agencies must ensure that an appropriate member of staff, with the required seniority to make decisions on behalf of their organisation, attends the VARM meeting.

5 Chairing a VARM meeting

5.1 The purpose of the meeting is to formulate a multi-agency risk assessment and identify actions to reduce the risk. The lead agency will Chair the meeting and ensure completion of the VARM meeting document at every meeting. See [VARM Practice Guidance](#) and [VARM Meeting Record](#).

5.2 The [VARM Meeting Record](#) must be circulated securely to all attendees within two weeks of the meeting; however, actions agreed must be initiated at the earliest opportunity by partner agencies. A copy of the completed [VARM Meeting Record](#) must be submitted to DerbyshireSAB@derbyshire.gov.uk so that the VARM administrator can collate records for the purpose of quality assurance and data collection.

5.3 The meeting date can be brought forward if the situation changes at any time, and it is the responsibility of the professionals involved to contact the Chair.

5.4 When all actions are completed for the identified risks, the VARM process must be closed. Where there is any disagreement about the process and/or proposed closure of the case, this must be escalated to the Head of safeguarding within the respective organisation(s).

5.5 Where the person refuses support and, despite all efforts, the risks cannot be mitigated, the following must be recorded on the [VARM Meeting Record](#):

- Action taken to date by each agency
- Rationale for closing the case
- Evaluation of the process
- Potential for future review

5.6 Once the VARM process is closed it may be reconvened at any time and by any agency in response to the person's changing circumstances/risks.

6 Death of a person within VARM process

6.1 Where a person dies whilst within the VARM process:

- HM Coroner must be informed
- Consider a Safeguarding Adult Review (SAR) referral [SAR information](#) and discuss with your agency's Adult Safeguarding Lead.

7 Information Sharing

7.1 Each agency needs to be aware of the principles of sharing information and be aware of the threshold of sharing information on a 'need to know basis'. Information can be shared to protect the vital interests of the adult at risk ([Data Protection Act 1998](#); [Derbyshire Partnership Forum 2018 Information Sharing Protocol](#)).

8 Evaluation of the VARM and quality assurance

8.1 Each agency must maintain records of the VARM meetings in which they are involved. Agencies are responsible for collating and reporting information to the Derbyshire Safeguarding Adults Board as required.

8.2 At the conclusion of every VARM meeting the Chair and members must review the process and record the evaluation on the [VARM Meeting Record](#).

8.3 Audit of the VARM process will be agreed via the Performance and Improvement Sub-Group of the Derbyshire Safeguarding Adults Board.

9 References

- [Data Protection Act \(1998\)](#)
- [Derbyshire Partnership Forum \(2019\) Information Sharing Protocol](#)
- [Department of Health \(2018\) Care and support statutory guidance](#)
- [Human Rights Act \(1998\)](#)

10 Supporting documents

10.1 The Derbyshire Safeguarding Adults Board has a dedicated [VARM webpage](#) where all the VARM documentation can be found.

- [VARM Factsheet](#)
- [VARM Meeting Record](#)
- [VARM What to Expect information leaflet \(online version\)](#)
- [VARM What to Expect information leaflet \(printable version\)](#)
- [VARM Practice Guidance](#)
- [VARM Process Flowchart](#)
- [VARM Hoarding Grant Practice Guidance](#)
- [VARM Hoarding Grant Flowchart](#)

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