



Safeguarding Adults Quick Reference Sheet

Meeting the 3 stage criteria:

1. Does the person have need for care and support?

If yes, why do you believe this?

Consider do they have a physical disability, learning disability, sensory impairment, mental health problems, long term condition; are they receiving services, in a care setting, or a frequent caller?

2. Is the person experiencing, or at risk of, abuse or neglect?

Why do you believe that the person is at risk? What type of abuse are you concerned about?

Types of abuse include physical abuse, emotional/psychological abuse, sexual abuse, financial abuse, neglect or acts of omission, modern slavery, human trafficking etc. Abuse can be deliberate or the result of negligence or ignorance. Consider each case on its merits on the individual circumstances and note that someone may be experiencing or at risk of multiple types of abuse.

3. Is the person unable to protect themselves?

Are they able to take appropriate actions to remove or reduce the risk themselves? Can you equip them with the tools or information to do so?

Immediate Actions

- What are the immediate risks? Can you do something now to reduce these risks?
- Are there any children at risk? Children's safeguarding concerns are raised via Call Derbyshire, phone: 08456 058 058

Consent

- Inform the person that safeguarding is a multi-agency process where services work with them to protect them from harm or neglect.
- Has the person consented? The person's consent should ordinarily be obtained to proceed with a referral
- If the person hasn't consented, are there grounds for overriding this consent?

- ✓ The person lacks mental capacity to consent to the safeguarding and it is deemed to be in their best interests
- ✓ The need for public interest outweighs the need for confidentiality
- ✓ The person, or others, are deemed to be at risk of significant harm/requires intervention
- ✓ The person or others are deemed to be at risk of death
- ✓ A serious crime has been committed

Making Safeguarding Personal

- What is the person's (or representative's) view about the concern?
- What would they like to happen as a result of the referral? What would help them to feel safe?

Making a referral

If you know abuse is taking place or there is reasonable cause to suspect abuse is taking place you must refer to the local authority as soon as reasonably practicable and no later than 24 hours. This should be done through the [safeguarding adults referral form](#) and over the phone.

If you want to get some advice before making a referral, contact the person's allocated Social Worker or your organisation's safeguarding lead.

- Provide full and accurate personal information where possible, including a safe contact number
- Provide information about the next of kin or carer and anyone else in the household
- Provide GP name/GP Surgery
- Share as much detail as you can about what you know, including the source of any information you have obtained

For further information, please refer to the [Derby and Derbyshire Safeguarding Adults Practice Guidance](#)

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