**Appendix 9:**

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**Safeguarding Adults Review Meeting Record**

|  |  |  |
| --- | --- | --- |
| **Strictly Confidential** | **ID** |  **Date of Meeting / Discussion** |
|  |  |

**Client Details**

|  |  |
| --- | --- |
| **Name** | **Alias** |
|  |   |
| **Address** | **Gender** | **Marital status** |
|   |  |  |
| **Age** | **Date of birth** |
|  |  |
| **Telephone number** | **Ethnicity** | **Religion** |
|  |  |  |
| **Safeguarding Adult Lead Worker** | **GP** |
|  |  |
| **First language**  | **Communication needs** |
| 29-08-2007  |  |
| **Legal entity of registered provider (where appropriate):***[i.e. Name of Care/Nursing Home, NHS organisation, etc.]* |
|  |

**Attended by:**

|  |  |  |
| --- | --- | --- |
| **Name** | **Designation** | **Contact No.** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Apologies:**

|  |  |  |
| --- | --- | --- |
| **Name** | **Designation** | **Contact No.** |
|  |  |  |
|  |  |  |
|  |  |  |

|  |
| --- |
| 1. **Introductions and purpose of meeting:**

*(State whether First Review Meeting or subsequent Review Meeting)* |
| 1. **Agreement on accuracy of record from previous safeguarding meeting:**
 |
| 1. **Review actions, risk assessment and Section 42 Enquiry.**
* *Findings from Enquiry – linking reports;*
* *Were outcomes / TOR achieved;*
* *Actions to be taken in relation to the person or organisation that has caused the concern (this may include referrals to Professional Bodies);*
* *Outcome and support for person who are alleged to have caused harm;*
* *Consider whether a new Safeguarding Section 42 Enquiry is needed or referral for SAR is required.*
 |
| 1. **Update of information relevant to the adult at risk:**

* *Reflect on what has occurred since the last meeting and identify any changes in circumstances;*
* *Share any updated or new information.*
 |
| 1. **Views and desired outcomes of the adult at risk:**
* *Response to findings from Enquiry – have desired outcomes been met (implications where not met or where doing so would cause unacceptable risk of harm to the AAR or others);*
* *Impact on AAR;*
* *Views from advocacy, other legal representatives, family members/carers if appropriate;*
* *Recovery and resilience (is there a need for restorative justice).*
 |
| 1. **Updated Safeguarding Plan:**
* *Positive actions to promote the safety of the adult, and for resolution and recovery from the experience of abuse and neglect;*
* *Support measures identified;*
* *Risk Assessment (risk management and personalising choice and control);*
* *Any issues around consent and information sharing;*
* *Review and monitoring arrangements of safeguarding plan;*
* *Other actions to be taken to prevent further abuse or neglect by a person or organisation.*
 |
| 1. **Decision to remain under safeguarding. (If closing, record Case Outcome):**
* *Where deciding outcomes, rationale of judgements* ***must*** *be included;*
* *Feedback on outcomes to agencies/individuals to be agreed.*
 |
| 1. **Agreed distribution of meeting record:**

 **Date, time and venue agreed for Safeguarding Review Meeting:** |

|  |  |
| --- | --- |
|  |  |
| Chair: |  |
| Designation: |  |
| Signature: |  |
| Date: |  |
|  |  |