

## Safeguarding Adult Guidance Note Form SA15

### Alerts for adults at risk who maybe in need of community mental health services

### Introduction

The purpose of this document is not to replace the Safeguarding Adults: Multi-Agency Policy and Procedures for the West Midlands but to support practice with local implementation and internal protocol. It should be used in conjunction with “Safeguarding Adults Investigator Guidance notes” and with **Safeguarding Adults: Multi-Agency Policy and Procedures for the West Midlands** (referred to in this document) as **WMP&P**.

This guidance is to be used in conjunction with the **WMP&P** by any mental health care practitioner or manager who has responsibility for undertaking Adult safeguarding investigations.

A full copy of **WMP&P** can be found at:

<http://www.scie.org.uk/publications/reports/report60/files/report60.pdf>

### Managing Alerts

#### The ACCESS Team:

Is the main contact point for all external agencies and members of the public to raise a Safeguarding Alert.

On receipt of an alert regarding an Adult at risk who maybe a mental health service user the Access teams will:

- Screen on Carefirst to establish whether the adult at risk is known to mental health services
- Endeavour to identify GP of adult at risk and establish appropriate CMHT
- Complete as much as practicable of Alert form
- Reassign to CMHT duty worker and telephone to ensure receipt of alert
- Co-allocate to Adult Safeguarding team

**CMHTS:**

Wherever possible the accepted route to raising an alert regarding an Adult at risk who maybe a mental health service user is either through allocated workers or from appointed Duty Officers at West and East Wrekin Community Mental Health Teams .

- Duty officers/allocated worker check and /or complete alert on Care assess with support from administrative colleagues
- Co allocate to Adult Safeguarding Team if not already completed
- Duty officer to discuss alert with senior worker and reassign to senior worker on care assess
- Senior worker to complete risk of harm assessment and make decision regarding potential risk of significant harm

**Timescales:**

**Alerts-** to be raised within one working day of becoming aware of the concerns.

**Referral-** Management decisions on how to proceed to be made within one working day of receipt of the alert.

The following six stages will proceed as out lined in “Safeguarding Adults Investigator Guidance notes” and **WMP&P** .