

**Telford & Wrekin Safeguarding Adults  
Case Conference Agenda  
SA8 Form**

**Part One**

- **Introductions**
- **Apologies**
- **Confidentiality Statement**

Information disclosed at this meeting may need to be shared as part of a legal process or for supervision purposes. These decisions may have to be made outside the meeting. Other than that, information should not be shared with any other person/organisation unless it is fully discussed and identified as an action point later in the meeting. All information should be shared in line with the Information Sharing Protocols

- **Back ground** – Chair provides a brief summary of details of allegations, concerns or incident that led to the referral.

**INVESTIGATION**

- **Investigator provides a summary of the investigation referring to Investigator's report**
- **Specialist reports from other involved agencies**
- **Additional information sharing/gathering**
- **Current risk of harm to Adult/s at risk:**
- **Potential risk of harm to Adult/s at risk:**
- **Outcome of investigation**

## **Telford & Wrekin Safeguarding Adults Case Conference Agenda Part two**

### **Introductions**

### **Apologies**

### **Confidentiality Statement**

Information disclosed at this meeting may need to be shared as part of a legal process or for supervision purposes. These decisions may have to be made outside the meeting. Other than that, information should not be shared with any other person/organisation unless it is fully discussed and identified as an action point later in the meeting. All information should be shared in line with the Information Sharing Protocols

**Back ground** – Chair provides a brief summary of details of allegations, concerns or incident that led to the referral and summary of part one .

- **Summary of Part One including summary and outcome of the investigation and risk of harm**
- **Adult at Risk view of risk of harm assessment and current protection plan**
- **Significant others (e.g. family, partner) view of risk of harm assessment and current protection plan**
- **Further Information gathering**  
If relevant
- **Legal advice and guidance**  
If relevant
- **Statutory/regulatory action**  
If relevant
- **Review and update risk of harm assessment and protection plan**
- **Information sharing**
- **Date for review if relevant**