



COVID-19

Practice Guidance For Adult Support and Protection 15 April 2020

Adult Protection

IRD/Adult Support and Protection Case Conference (APCC)

Taking cognisance of the challenges faced across Adult Support and Protection the following model will be applied with immediate effect-

- IRDs, as an interim measure will, replace APCCs and can agree an Adult Protection Case conference review period of 3 months.
- This assumes that an IRD has already been started by the Senior Practitioner (East Lothian) / team leader (Midlothian) as per normal procedure.
- IRDs will include consideration of Duties to Enquire and Investigations (these should be recorded as per current practice by Social Work).
- A Lead Professional Chair should be identified (Team Leader or equivalent)
- Police, Social work (Lead Professional/Chair) and health will explore information, assessments and chronologies to enable informed decisions to be made i.e. the reports that the Council Officer would normally provide for an APCC.
- Advocacy should be considered for each adult.
- Where feasible, Social Work, will seek views of the adult, family/carers to ensure this is fully considered in decision-making.
- The decision should be recorded on EIRD and will replace the APCC Minute. The decision should also be stored on Mosaic where frontline practitioners can access it.
- The IRD participants social work (Lead Professional/Chair, Health and the Police) are responsible for developing and agreeing the Adult Support and Protection Plan from the Council Officer's reports and all other relevant information.
- If there is disagreement regarding the Protection Plan or issues of complexity or extreme high risk of harm, which requires discussion, then a case conference will be convened. This will be a meeting of only key staff and consideration will be given to the use of input by telephone to reduce the numbers in attendance.
- The Lead Professional Chair should record on eIRD and Mosaic the date the Adult Protection Plan was agreed and circulated (this should include the adult) and a 3 month APCC review date set and recorded.
- Agree and record a date for a 6 weekly multi-agency discussion via telephone.
- At 6 weekly review – agree date for 3 month review report submissions.
- Team Leader will complete attached template (Appendix 2), save in Mosaic and add to eIRD.

Three Month Review APCC

- Council Officer to collate submitted reports and ensure the adult/their carers or advocates receive all relevant information.
- Team Leader/Chair to review reports and confer with relevant multiagency staff and advocacy if appropriate and make a decision regarding whether ASP measures are required to continue.
- Where a unanimous decision cannot be reached, continue under adult protection.
- The decision and reasons are recorded by the Team Leader/Chair and circulated to all those involved. (Appendix 1)
- Team Leader/Chair will complete attached template (Appendix 1), save to Mosaic and add to eIRD.

Existing ASP Cases:

- Awaiting initial APCC
 - Will be convened as per 3 month review as per the above
- APCC Review due
 - Will be considered as a 6 weekly review as per the above

The process outlined in the document will be subjected to the Weekly Review Process by the tripartite agencies and will remain in force as agreed by Chief Officers. Over and above this the IRD Review process already in place will undertake a robust review process to ensure management oversight of decision making and safety planning.

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Designation	Chief Social Work Officers
Date	15 April 2020
Last review date	15 April 2020
Next review date	30 June 2020

APPENDIX 1

ADULT SUPPORT AND PROTECTION PLAN

This is your information and it is your responsibility to keep it safe. Please make sure that you keep it somewhere safe or destroy it. Only share your information with people you trust. Midlothian nor East Lothian Council cannot accept responsibility for correspondence once it is correctly delivered/received.

Date of Case Conference	Subject of Adult Protection Plan	Date of Birth	PID

Note: It is the responsibility of each named officer identified within this plan to notify the Lead Officer about any change(s) to the agreed action plan as soon as possible to ensure the adult at risk's circumstances and risk assessment are re-assessed/updated as appropriate.

Lead Officer:

A. HAS A MULTI AGENCY RISK ASSESSMENT FORM BEEN COMPLETED? YES ☒ NO ☐ If not, please comment below.

Comment:

B. ADULT SUPPORT & PROTECTION PLAN

Area of Concern	Action Required (include frequency)	Responsible Officer	Timescale for Action	Expected Outcome	Core Group Update (if applicable)	Date of Case Conference Review

C. VIEWS OF ADULT AT RISK/CARER/GUARDIAN/ATTORNEY

Adult's view of the Support & Protection Plan: N/A
Carer/Guardian/Attorney's view of the Support & Protection Plan: N/A

D. CONTINGENCY PLAN *(if possible, identify significant changes which might occur and what additional action should be taken in that event, such as bringing forward the date of the case conference review or legal action.)*

Significant changes suggestive of additional risk/harm	Action if significant change occurs	Responsible Officer/Agency
Evidence that the risk has increased.	Consider bringing forward the date of the Case Conference Review.	

APPENDIX 2 Adult Support and Protection

IRD closure summary

Core multi-agency practitioners (NHS, Police and Social Work) are to use the IRD closure summary as a prompt/aide-memoire to answer the questions asked to structure each EIRD closure summary prior to it being closed off. The EIRD Review Group will Quality Assure use of the IRD closure summary prompt/aide-memoire and provide any feedback, as is necessary, to practitioners and the East and Midlothian Public Protection Quality Improvement Committee.

02/02/2020 – COVID -19 ASPCC/ASPCCR PRACTICE GUIDANCE revised IRD Closure Summary.

Date IRD opened?	
Main concern inc. harm type – list?	
Key additional risks?	
APCC Adult Support and Protection Plan	
Date of 6 weekly ASP updates/ changes to plan	
3 month APCC review date and decision(s) to continue under ASP or not?	