

Place patient sticker **within** this box

Safeguarding Adults Alert - Internal alert preparation and referral form



For allegations of abuse, domestic violence and self-neglect

1. This form is to be completed whenever possible prior to contacting Adult Social Care in cases of suspected abuse, but do not delay making an adult protection alert because you cannot complete all sections of this form. This form should also be completed for internal referrals about self-neglect, domestic abuse or safeguarding concerns and emailed to: rch-tr.SGAdults@nhs.net
2. If you suspect an adult is being abuse and you need to make an adult protection alert in office hours contact the Adult Social Care access team worker on 03001234131 and state that you want to make an adult protection alert. You will be connected to an access team worker who will request this information verbally and record it on their electronic system. Out of office hours telephone 01208 251300 and say you want to make an adult protection alert. You will be connected to an on-call social worker.

Complete as much information as possible in the boxes below

Care Group:

Adults name:

Title:

Date of birth:

CR Number:

Gender: Male

Female

Usual Address:

Contact number:

Current place of residence:

GP name:

Ethnic origin:

Is an interpreter required? Yes No

Is the adult at immediate risk? Yes No

If so what safeguards have been put into place.

Has the adult consented to referral? If no, why not?

Date and time of call to access if relevant:

Datix number:

Key issues - Record details of allegation or domestic abuse or self neglect including dates and place

Name:

Date:

Designation:

Click on the email address to email the form to: rch-tr.SGAdults@nhs.net

PLEASE ALSO PRINT THIS FORM AND ADD TO MEDICAL NOTES