

**Cambridgeshire Adult Safeguarding Team**

# **Adult Safeguarding Management Responsibilities**

## **LEVEL THREE**

### **A two-day course**

*No Secrets Guidance 2000* emphasises that an effective response to abuse of vulnerable adults requires an interagency collaboration approach to ensure that all agencies and individuals work together to prevent abuse and deal sensitively and effectively with incidents of abuse.

#### **Course Aim**

To enable managers to be aware of their responsibilities within local and national policies and guidance when managing adult safeguarding concerns, using a multi disciplinary approach.

#### **Target group**

This course is designed for Managers and senior staff who need further skills and knowledge in managing suspected and actual cases of adult abuse. It will be relevant to anyone in a supervisory role who will be responsible for management and supervision of staff who work with service users who may have been abused or who may have been the perpetrator of abuse.

- ❖ Locality Managers
- ❖ Assistant Locality Managers
- ❖ Team Managers
- ❖ Senior Social Workers
- ❖ Housing Sector Managers
- ❖ Mental Health Trust – Practitioners and Managers
- ❖ Care Provider Managers
- ❖ Domiciliary Care Managers



### Learning Objectives

By the end of the course, participants should be able to:

- ❖ List organisational features which can lead to abuse going undetected and unaddressed
- ❖ Identify the national framework for adult safeguarding and the underpinning legislation, guidance, policies and procedures
- ❖ Describe how a referral progresses through local procedures
- ❖ Critique the effectiveness of the current system and identify areas for development
- ❖ Describe how and when to use CRB and ISA checks and when to make a referral of a worker to the barred list
- ❖ Understand the importance of working with both disciplinary procedures and adult safeguarding procedures
- ❖ Outline management responses to whistle-blowing and how to support staff that blow the whistle.
- ❖ Developed an awareness of decision making within multi- agency adult safeguarding and other relevant policies and procedures
- ❖ Identify good management practice and preventative measures which can be put in place to promote the safeguarding of vulnerable adults from abuse

### Prerequisite Training

It is expected that delegates will be familiar with the *Cambridgeshire County Council Adult Safeguarding Guidance and Procedures* and this course will develop that knowledge in a practice setting. Applicants must have attended a Raising Awareness Course.

### Cost of the Course:

*Free of charge to:*

- Cambridgeshire County Council, Community and Adult Services
- Cambridgeshire Community Services NHS Trust
- Cambridgeshire and Peterborough NHS Foundation Trust
- Voluntary and Independent Health and Social Care Organisations

*Charge of £85 per person applies to:*

- Housing Sector, (inclusive of Registered Social Landlords and housing related Support Services)
- Local Government Agencies, (for example, District Councils)
- Education Sector.

Dates for 2012

10 <sup>th</sup> and 11 <sup>th</sup> January	GPDC	Godmanchester
27 <sup>th</sup> and 28 <sup>th</sup> February	Ida Darwin	Fulbourn
13 <sup>th</sup> and 14 <sup>th</sup> March	Doddington Hospital	Doddington
12 <sup>th</sup> and 13 <sup>th</sup> April	Oaktree Centre	Huntingdon
15 <sup>th</sup> and 16 <sup>th</sup> May	Doddington Hospital	Doddington
12 <sup>th</sup> and 13 <sup>th</sup> June	CPDC	Trumpington
27 <sup>th</sup> and 28 <sup>th</sup> June	Sackville House	Cambourne
24 <sup>th</sup> and 25 <sup>th</sup> July	South Fens Business Park	Chatteris
10 <sup>th</sup> and 11 <sup>th</sup> September	Princess of Wales Hospital	Ely
24 <sup>th</sup> and 25 <sup>th</sup> September	Ida Darwin	Fulbourn
9 <sup>th</sup> and 10 <sup>th</sup> October	Hereward Hall	March
7 <sup>th</sup> and 8 <sup>th</sup> November	GPDC	Godmanchester
28 <sup>th</sup> and 29 <sup>th</sup> November	CPDC	Trumpington
12 <sup>th</sup> and 13 <sup>th</sup> December	Ida Darwin	Fulbourn

***This course is a two-day course 9.15 until 16.30 – participants are required to attend both days***

**NO LUNCH WILL BE PROVIDED, HOWEVER REFRESHMENTS WILL BE AVAILABLE**

*Please be aware it is not always possible to buy food on or off the premises. We recommend that you bring your lunch with you on the day.*

**Applying for this course**

To apply for this course please complete the Adult Safeguarding application form once a completed application form has been returned, you will receive written confirmation of your space. Booking by phone will be held for 7 days, space will be allocated to the next waiting participant without notice unless the application form is received within 7 days of booking.

## Cancellation Policy

- Cancellations must be made at least 10 working days before the start of the course
- Substitutions can be made up to 3 working days before the start of the course, or due to \*exceptional circumstances, at the trainer's discretion on the day
- Non-attendance, \*with no exceptional circumstances on the day, will be charged £100.

\*Exceptional circumstances: sickness, bereavement, unplanned court appearances

**For further details on course content or to book a place please contact:**

**Cambridgeshire Adult Safeguarding Training Team, Cambridgeshire County Council**

**Tel No: 01223 699307 or 01223 703538**

**Email: [adultsafeguardingtraining@cambridgeshire.gov.uk](mailto:adultsafeguardingtraining@cambridgeshire.gov.uk)**

**Website: [www.cambridgeshire.gov.uk/social/adultprot/training](http://www.cambridgeshire.gov.uk/social/adultprot/training)**

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*Adult Safeguarding training in Cambridgeshire is supported by the Cambridgeshire Adult Safeguarding Board which brings together representatives of the main agencies in the statutory, voluntary and independent sector, responsible for working with and providing services for vulnerable adults.*

## ***Key questions to be considered in advance of attending the programme***

1. Have you familiarised yourself with the current Cambridgeshire Adult Safeguarding Guidance & Procedures?
2. Do you manage staff or a service that provides care?
3. Does your professional role require you to respond to adult safeguarding concerns?
4. Is it your responsibility to report concerns of abuse to other organisations via the Contact Centre, CQC or OFSTED?
5. Do you have a good working knowledge of what is meant by “abuse” and the different categories of abuse?
6. Is your service regulated by CQC, Supporting People or have contact with Cambridgeshire County Council or another external body? What expectations do they have of you and your service regarding adult safeguarding?
7. Have you discussed your attendance on this programme with your line manager? What expectations does your line manager have of you (within the team) following your attendance