

Cambridgeshire Adult Safeguarding Team

# Adult Safeguarding Initial Investigations

## LEVEL FOUR

### A two-day course

This course is to enable staff to have an understanding of the issues relating to the investigative process and to adopt best practice when making enquiries in adult safeguarding cases.

#### Target Group

This training day is designed for senior staff in provider services, who are required to take a lead role in investigating safeguarding issues.

#### Workshop Aims

**By the end of this course participants will have;**

- ❖ What is best practice in adult safeguarding enquiries and investigations?
- ❖ Developed their knowledge of the process of investigating possible abuse.
- ❖ Developed their knowledge of the specific procedures related to investigations.
- ❖ Identified their roles and responsibilities for self and others.
- ❖ Developed their skills in interviewing in situations where abuse is a possibility.
- ❖ Considered models of risk assessment.
- ❖ Practiced interviewing techniques.
- ❖ Practiced evaluating information gained through interviews.

#### Workshop Style

The format of the days will be as flexible as possible to meet the participants learning needs, whilst ensuring time for skills practice. The programme will use a range of approaches including direct input, small group exercises, and practical exercises including a “live simulation” exercise using role play to practice interviewing skills, individual coaching and

## Prerequisite Training

It is expected that delegates will be familiar with the *Cambridgeshire County Council Protection of Vulnerable Adults from Abuse – Practice Guidance and Procedures*. Applicants must have attended a Raising Awareness Course.

## Cost of the Course

*Free of charge to:*

- Cambridgeshire County Council staff
- Primary Care Trust staff
- Mental Health Trust staff
- Staff from the Voluntary and Independent health and social care sector.

*Charges apply to the:*

- Independent Housing Providers at a charge of £85 per person
- Voluntary Housing Providers at a charge of £65 per person.

## 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 with in 7 days of booking.

## Cancellation Fee

If staff have booked a place on this course and fail to attend without informing the course administrator before ten calendar days of the commencement of the course there will be a charge of £100 per person per day.

## Dates for 2010

<b>2<sup>nd</sup> and 3<sup>rd</sup> February</b>	Cambridge Professional Development Centre <b>Trumpington</b>
<b>17<sup>th</sup> and 18<sup>th</sup> May</b>	Cambridge Professional Development Centre <b>Trumpington</b>
<b>21<sup>st</sup> and 22<sup>nd</sup> September</b>	Hereward Hall <b>March</b>
<b>17<sup>th</sup> and 18<sup>th</sup> November</b>	Cambridge Professional Development Centre <b>Trumpington</b>

***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.*

**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/Training+Courses.htm](http://www.cambridgeshire.gov.uk/social/adultprot/training/Training+Courses.htm)**