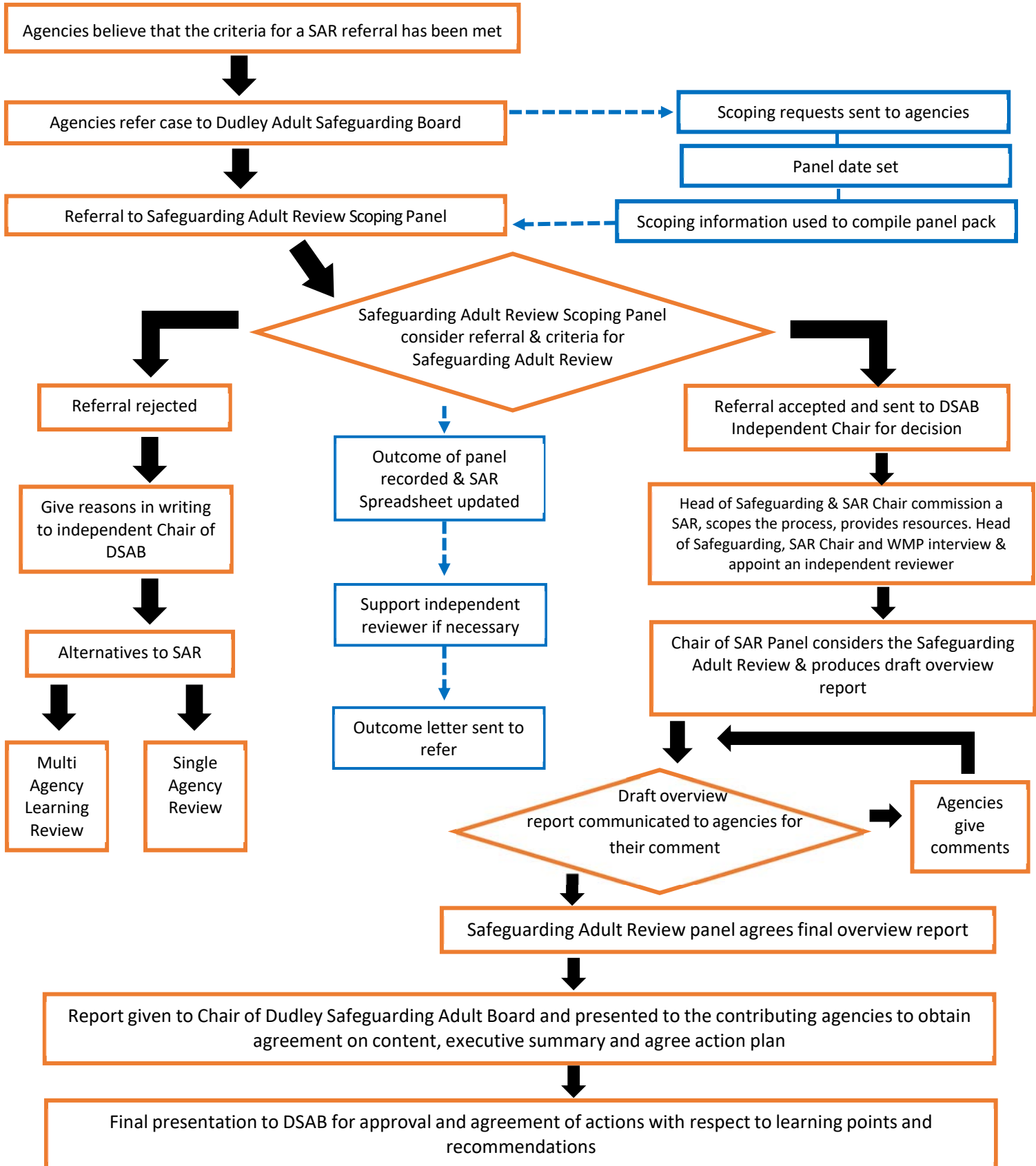


SAFEGUARDING ADULT REVIEW REFERRAL FLOWCHART

CRITERIA FOR SAFEGUARDING ADULT REVIEW (SAR)

1. An adult in the SAB's area dies as a result of abuse or neglect, whether known or suspected; and
2. There is concern that partner agencies could have worked more effectively to protect the person at risk.
3. The SAB must also arrange a safeguarding adult review when an adult in its area has not died, but the SAB knows or suspects that the adult has experienced serious abuse or neglect.



Timescales

The timescale from the decision to conduct a SAR to completion is six months. In the event that the SAR is likely to take longer for example, because of potential prejudice to related court proceedings, the adult/advocate and others should be advised in writing the reasons for the delay and kept updated on progress.

Task	Planned Date
Sub group meets to make decision to convene a SAR	Within six to eight weeks of receipt of request (including deadline of 20 working days for receiving scoping from all partners)
SAR Agreed by Independent Chair	Within 10 working days of Scoping Review
Independent Chair or a nominated senior professional from the Statutory Partner Agencies to notify family that a SAR is being commissioned	Once SAR agreed
Reviewers commissioned	Within three weeks of the commission of the SAR
Initial Scoping Meeting with reviewers and SAR Panel	Within four weeks of commissioning reviewers
IMRs requested and interviews/meetings with key people	Following first meeting of reviewer and SAR Panel
SAR Panel meetings	Monthly throughout the process
Presentations of draft final report to SAR Panel	Five months from date of commission
Presentation to SAR Committee	Five and a half months from date of commission
Presentation of completed report to the SAB for sign off	Six months from date of commission
Decision by SAB whether to publish full SAR or a Summary Report	At point of sign off
Sharing of the report with family members	Within two weeks of sign off
Publication	Seven months from date of commission
Learning Event	Nine months from date of commission

The SAR Panel will meet to:

- Review progress of the SAR.
- Identify immediate risks and address these.
- Identify learning that can be shared.
- Provide guidance to the SAR Independent Reviewer.
- Review draft reports.
- Agree and recommend the final draft report to the SAR committee and then the SAB.
- Review communications and media in light of emerging issues.