

Safeguarding Adults and Children Policy

The Willows Medical Practice

2023



Safeguarding Adults and Children Policy

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### **Purpose and definitions**

The purpose of this policy is to provide guidance for staff and assurance to patients that The Willows Medical Practice is committed to continually providing high quality healthcare for all patients and supporting the staff who provide this care. The aim of the policy is to outline our arrangements to safeguard and promote the welfare of children, young people and to protect adults at risk from abuse and neglect in accordance with both the Children's Act (2004) and the Care Act(2014).

Safeguarding is defined as *'protecting an adult's right to live in safety and free from abuse and neglect'* (Care Act 2014).

Abuse is defined as *'treating someone with cruelty or violence, especially regularly or repeatedly'*.

Harm is defined as *'physical or emotional injury which is deliberately inflicted'*.

Neglect is defined as *'an ongoing failure to meet a person's basic needs, such as warmth, food, clothing, and shelter'*.

A vulnerable adult is *'a person over the age of 18 who may not be able to look after themselves, or unable to protect themselves from harm or exploitation'*.

Capacity is defined as *'the ability of a person to make their own decisions'*.

Working Together to Safeguard Children 2018 provides the statutory framework for safeguarding children and young people. The Care Act 2014 introduced comparable requirements in respect of safeguarding and the promotion of welfare of adults.

Dr Joann Amin is committed to embedding the following two key principles within ongoing safeguarding work within the organisation with the aim to ensure effective safeguarding practice. These are:

1. Safeguarding is everyone's responsibility: for services to be effective each professional and organisation should play their full part, and
2. A child-centred approach: for services to be effective they should be based on a clear understanding of the needs and views of children.

(Working Together 2018 HM Government).

All patients regardless of age, gender, ethnic background, culture, cognitive function, or sexual orientation have the right to have their privacy and dignity respected, we provide our healthcare using these principles.

### **Scope**

This policy applies to all employees of The Willows Medical Practice, contractors, seconded staff, placements, and agency staff.

### **Roles, rights, and responsibilities**

#### **All staff**

All staff employed by Dr Joann Amin have a responsibility for safeguarding children, young people, and adults at risk by raising a concern where abuse is suspected, disclosed, or discovered.

All staff must keep accurate, contemporaneous, sufficiently detailed, and appropriate records. This is particularly the case when considering safeguarding issues.

All staff have a professional responsibility to interact, share, and discuss these issues, which is paramount in order to protect individuals at risk and possibly others (such as children).

All staff should interact with other agencies to provide them with timely accurate and sufficiently detailed factual reports in order to improve the outcomes for patients and their families.

### **Practice manager/designated person**

To update the policy, ensure that it is aligned with national guidelines, distribute appropriately, and ensure that staff are trained at induction and at regular intervals so that they are aware of the principles of safeguarding and the content of the practice policy.

Work with the safeguarding lead to ensure that the policy is used appropriately and understood by all staff.

### **Safeguarding lead and deputy**

Dr Joann Amin & Louise Hoare (Deputy) will work closely with the Salford ICB Named GP and designated professionals to address quality issues in relation to safeguarding adults and children.

All GPs will ensure that they contribute effectively to safeguarding.

Our Safeguarding Leads are as followed:

1. Dr Joann Amin, GP Partner and Practice Safeguarding Lead
2. Ms Louise Hoare, Advanced Practitioner and Practice Safeguarding Deputy.

### **Principles of this policy**

This policy adheres to local and national guidance and policy including the NHS Safeguarding Children, Young People and Adults at Risk in the NHS: Safeguarding Accountability and Assurance Framework (2019). Specifically, that we will:

- Provide services that protect individual human rights and effectively safeguard against abuse, neglect, discrimination, or poor treatment.

- Demonstrate that we have appropriate systems and processes in place in order to discharge our statutory duties in terms of safeguarding children and adults.
- Work in partnership with CCG's, local authorities, and partner organisations to take a co-ordinated approach to delivering effective safeguarding arrangements.
- Disseminate learning from local, regional, and national learning in order to inform practice and shape future service provision.
- Ensure that the voice of the child, young person, or adult at risk is captured wherever appropriate.
- Capture the experience for children, young people, and adults at risk wherever possible in order to better measure outcomes and benefits as perceived by individuals.
- Ensure that staff at all levels are provided with safeguarding training in line with the intercollegiate documents for both adults and children.
- Work to improve safety and health outcomes for looked after children.
- Continue to work proactively with multiagency partners in relation to the implementation of liberty protection safeguards.

Our safeguarding children and adults policy will be reviewed every 3 years, or, in response to any significant changes to mandatory requirements, national NHS or social care guidance, or as a result of significant learning from serious safeguarding incidents, domestic homicide reviews, serious case reviews or serious adult reviews.

### **Distribution**

Employees will be made aware of this policy via TeamNet.

Patients will be made aware of this policy using patient leaflets and on the practice website.

**Training**

All staff will be given training on safeguarding at induction and at intervals thereafter as specified by role and national guidelines.

Any training requirements will be identified within an individual's Personal Development Reviews. Training is available in the Training module within TeamNet.

**Equality and diversity impact assessment**

In developing this policy, an equalities impact assessment has been undertaken. An adverse impact is unlikely, and on the contrary the policy has the clear potential to have a positive impact by reducing and removing barriers and inequalities that currently exist.

If, at any time, this policy is considered to be discriminatory in any way, the author of the policy should be contacted immediately to discuss these concerns.

**Monitoring and reporting**

Monitoring and reporting in relation to this policy are the responsibility of the practice manager.

The following sources will be used to provide evidence of any issues raised:

- PALS.
- Complaints.
- Significant and learning events.

Any incidents relating to safeguarding will be monitored via incident reporting.

**Summary of NHS legal and mandatory documentation**

Children Act 1989

Children Act 2004

Mental Capacity Act 2005

Statutory Guidance on Promoting the Health and Well Being of Looked After Children 2015

Health and Social Care Act 2012

The NHS Safeguarding Children, Young People and Adults at Risk in the NHS:  
Safeguarding Accountability and Assurance Framework (2019)  
The Children and Families Act 2014  
Safeguarding Children and Young People: roles and competencies for health  
care staff (Intercollegiate Document) 2019  
Care Act 2014  
Counter Terrorism and Security Act 2015  
Female Genital Mutilation (FGM) Act 2003

## Versions

### Document review history

Version number	Author/reviewer	Summary of amendments	Issue date
1.0	Clarity Informatics	Policy written	14.5.2020
2.0	Clarity Informatics	Reviewed and updated	11.2.2022
3.0	Clarity Informatics	Reviewed – Updated Louise Bratt surname changed to Hoare.	20.03.2023
4.0			
5.0			
6.0			
7.0			

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UK Government. Every child matters green paper

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Royal College of Nurses. Children and young people: roles and competencies for health care staff <https://www.rcn.org.uk/professional-development/publications/pub-007366>

Department for Education. Working together to safeguard children.

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/779401/Working\\_Together\\_to\\_Safeguard-Children.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/779401/Working_Together_to_Safeguard-Children.pdf)

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Department of Health. Information sharing advice for safeguarding practitioners

<https://www.gov.uk/government/publications/safeguarding-practitioners-information-sharing-advice>

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<https://www.gov.uk/government/publications/care-act-statutory-guidance>

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Equality Act 2010 <http://www.legislation.gov.uk/ukpga/2010/15/contents>

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Mental Health Act 2007 <http://www.legislation.gov.uk/ukpga/2007/12/contents>

Code of practice: Mental Health Act 1983 <https://www.gov.uk/government/publications/code-of-practice-mental-health-act-1983>

Department of Health. Clinical governance and adult safeguarding and integrated process [https://webarchive.nationalarchives.gov.uk/20130123201227/http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH\\_112361](https://webarchive.nationalarchives.gov.uk/20130123201227/http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_112361)

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