



Southern Health  
and Social Care Trust

*Quality Care - for you, with you*

# Adult Safeguarding Report on the investigation in Respect of

**Date:**

Designated Adult Protection Officer:

Report Author (s):

Date report signed off:

**1.0 EXECUTIVE SUMMARY**

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**2.0 THE INVESTIGATION TEAM**

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**3.0 INVESTIGATION TERMS OF REFERENCE e.g. What have you been asked to do?**

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**4.0 PROVIDE A DESCRIPTION OF INCIDENT /CONCERN**

(Outline the details of the adult protection concerns including any previous concerns. Include a pen picture of the adult/s in need of protection which includes an assessment of their needs, mental capacity and ability to protect themselves from harm.)

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**5.0 ADULT IN NEED OF PROTECTION AND CARER (S) VIEWS INCLUDING THEIR PREFERRED OUTCOME (Include supports provided to aid communication where necessary)**

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**6.0 INVESTIGATION METHODOLOGY (How were the concerns investigated. Include details of any interviews conducted, documentation reviewed, outcome of police investigations etc.)**

**7.0 FINDINGS (To include an analysis of the information/evidence obtained as part of the investigation, the weight attributed by the IO, rationale for same.**

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**8.0 CONCLUSIONS (adult safeguarding investigations should refer to the potential outcomes contained in the Trust adult safeguarding procedures 2011 e.g. concerns substantiated on the balance of probability/not substantiated etc.)**

**9.0 RECOMMENDATIONS AND ACTION PLANNING**

**10.0 DISTRIBUTION LIST**