Guidance for attendance at a Safeguarding Adults Case Conference.

Purpose:

The Case Conference process is to ensure there is an effective safeguarding plan in place that meets the adult at risk’s desired outcomes as far as possible and to ascertain, on the balance of probability, whether abuse or neglect has occurred. It also signals the conclusion of the adults safeguarding investigation process.

Who:

The individual and/or their representative will be always invited to the case conference. All professionals who have been involved in the investigation will be invited to the case conference. If the individual does not wish to attend they can give their views in writing or ask someone to attend on their behalf.

The chair of the case conference will be a member of the adult safeguarding team.

Attendees may also include the safeguarding investigation officer, professionals who have been involved in the investigation, sometimes including the police, people who provide the individual with support or care and a minute taker. Sometimes the person who has allegedly caused harm is invited to the meeting, this will be considered in consultation with the adult at risk, on a case by case basis and with the agreement of the Case Conference Chair.

When:

The safeguarding investigation should be completed within 28 days of the strategy meeting/discussion unless there are exceptional circumstances. The case conference will be arranged as soon as is achievable after the investigation is completed.

What:

The case conference meets to consider the findings of the investigation. The conference will also consider whether the individual remains at risk and the safeguarding plan to keep the individual safe is appropriate and should continue.

Sometimes a meeting is not needed if this is case the Safeguarding Senior Practitioner with the agreement of the Safeguarding Team Manager will review the finding of the investigation and agree any safeguarding plan or additional actions to keep the individual safe or ensure their welfare is promoted, respecting their views and wishes.

If you have any questions about this process you can speak to a member of the safeguarding adults team.