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**Notification of a Case for Consideration for a Safeguarding Adults Review**

**Complete in as much detail as possible and send securely to:**

Lynne Mason, Business Manager for the Board at [Lynne.Mason@reading.gov.uk](mailto:Lynne.Mason@reading.gov.uk) Tel. 07718 120601

Ensure you carefully consider the [Care Act S44](https://www.legislation.gov.uk/ukpga/2014/23/section/44/enacted), SAR Criteria before making a notification and that this is clearly demonstrated.

Where appropriate, discuss the notification with partners before submission, so that the notification provides as much information about the: reasonable cause for concern about how the SAB, members of it or other persons with relevant functions worked together to safeguard the adult.

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| **Section 1: Notification of a case for consideration for a Safeguarding Adults Review** | |
| **Report completed by name, organisation and contact details** |  |
| **Date report completed** |  |
| **Person’s Full Name** |  |
| **Person’s Date of Birth** |  |
| **Person’s Date of Death (if applicable)** |  |
| **List the person’s protected characteristics[[1]](#footnote-1)?** |  |
| **Is the person a care leaver[[2]](#footnote-2)?** |  |
| **Person’s Last Known Address** |  |
| **Person’s Contact details (phone number, email address) (if applicable)** |  |
| **Next of Kin Full Name** |  |
| **Next of Kin (phone number, email address)** |  |

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| **Are there any safeguarding concerns for children or other adults from this case that need to be actioned and / or shared with Local Authority adult or children safeguarding teams?** *If so, confirm what action has been taken* |  |
| **Has a S42 enquiry been completed?** *If yes please provide the outcome of this enquiry and if no please explain why not.* |  |
| **Summary of case** | |
|  | |
| **Information received and documents reviewed** |  |
| **What type of abuse and neglect is known or suspected? *(select from this*** [***link***](https://berkshiresafeguardingadults.co.uk/p/2-adult-safeguarding-policy/23-types-and-indicators-of-abuse-and-neglect)***)*** |  |
| **Briefly describe what information you have to have reasonable cause for concern about how the SAB, members or it or other persons relevant functions worked together to safeguard the person.** |  |
| **Briefly describe how you know or suspect that the person died and/or suffered serious abuse or neglect.** |  |
| **Evaluation of information received, and documents reviewed** |  |
| **Conclusions** |  |
| **Has this notification gone through the appropriate governance process within your organisation? –** *if not explain why* |  |
| **Has your organisations SAR Panel Rep been informed of the notification? –** *if not explain why* |  |
| **Signed by** |  |
| **Dated** |  |

1. [age](https://www.equalityhumanrights.com/equality/equality-act-2010/protected-characteristics#age), [disability](https://www.equalityhumanrights.com/equality/equality-act-2010/protected-characteristics#disability), [gender reassignment](https://www.equalityhumanrights.com/equality/equality-act-2010/protected-characteristics#gender-reassignment), [marriage and civil partnership](https://www.equalityhumanrights.com/equality/equality-act-2010/protected-characteristics#marriage-and-civil-partnership), [pregnancy and maternity](https://www.equalityhumanrights.com/equality/equality-act-2010/protected-characteristics#pregnancy-and-maternity), [race](https://www.equalityhumanrights.com/equality/equality-act-2010/protected-characteristics#race), [religion or belief](https://www.equalityhumanrights.com/equality/equality-act-2010/protected-characteristics#religion-or-belief), [sex](https://www.equalityhumanrights.com/equality/equality-act-2010/protected-characteristics#sex), [sexual orientation](https://www.equalityhumanrights.com/equality/equality-act-2010/protected-characteristics#sexual-orientation) [↑](#footnote-ref-1)
2. [What is a Care Leaver – The Care Leavers Association](https://www.careleavers.com/who-we-are/what-is-a-care-leaver-2/#:~:text=As%20a%20result%2C%20we%20have%20agreed%20the%20following,as%20long%20as%20ones%20whole%20childhood%20%2818%20years%29.) [↑](#footnote-ref-2)