

## Safeguarding Adults Provider Self Assessment

<b>Provider name:</b>		<b>Provider e-mail:</b>	
<b>Address:</b>		<b>Postcode:</b>	
<b>Provider assessment completed by:</b>		<b>Date of assessment:</b>	

Standard	Requirement	Score	Achieved yes/no	Comments and evidence
<b>There are robust up-to-date procedures (including a whistle-blowing policy and recruitment checks) for avoiding and responding to actual or suspected abuse or neglect.</b>	There is no safeguarding adults policy or procedures.	<b>0</b>		<i>The provider must take immediate action to put in place a safeguarding adults policy. North Yorkshire's Safeguarding Adults policy and further information is available as a download from:</i>  <a href="https://www.northyorks.gov.uk/adult-care/safeguarding">https://www.northyorks.gov.uk/adult-care/safeguarding</a>
	The provider has a written safeguarding adults policy which: <ul style="list-style-type: none"> <li>addresses physical, sexual, psychological, financial or material, institutional and discriminatory abuse and acts of neglect or omission, and ;</li> <li>includes details of how to report actual or suspected abuse or neglect</li> </ul>	<b>6</b>		

Standard	Requirement	Score	Achieved yes/no	Comments and evidence
	The provider's safeguarding adults policy is in accordance with: <ul style="list-style-type: none"> <li>the North Yorkshire Safeguarding Adults Multi Agency Policy and Procedures;</li> <li>the Public Interest Disclosure Act 1998;</li> <li>the Department of Health guidance "No Secrets".</li> </ul>	4		
	A named manager is identified with overall responsibility for safeguarding adults.	4		
	The provider's safeguarding adults policy has been reviewed within the last 12 months.	3		
	There are documented procedures to prevent staff from personal benefit when working with vulnerable people.	3		
	There is a documented risk assessment addressing the potential for personal benefit through abuse e.g. in the provision of financial advice, power of attorney, handling service users' money, managing improvement works etc. and procedures are in place to minimise identified risks.	3		
<b>Staff receive training appropriate to role in safeguarding</b>	Staff have not received training in Safeguarding Adults and prevention of abuse, and are not aware of the safeguarding adults policy and procedures.	0		<b><i>The provider must take immediate action to meet the minimum requirements for the standard.</i></b>
	Staff induction specifically addresses Safeguarding Adults and protection from abuse.	6		

Standard	Requirement	Score	Achieved yes/no	Comments and evidence
<b>adults and prevention of abuse.</b>	<p>Additional training on Safeguarding Adults and prevention of abuse is given to all staff within 6 months of employment to the standard required by the North Yorkshire Safeguarding Adults Board. To meet this standard, staff from organisations with less than 50 staff should attend the Level 1 Alerter training provided free of charge by the Board. Organisations with more than 50 staff should send nominated trainers to the Train the Trainer Level 1 Alerter course provided free of charge and then cascade to their staff or, if using their own training materials, should have these approved by the North Yorkshire Safeguarding Training Group (contact 01609 536399 for further information). Training records show that the training has been attended.</p>	<b>4</b>		
	<p>There is a named manager identified with responsibility for ensuring that all staff have attended appropriate training in safeguarding adults.</p>	<b>3</b>		
	<p>All staff with responsibility for responding to an Alert raised in their organisation have attended the Responder/Referrer Level 2 Safeguarding training provided free of charge by the North Yorkshire Safeguarding Board (contact 01609 53699 for further information).</p>	<b>3</b>		
	<p>All staff receive refresher training at least every two years. Training records show that the training has been attended.</p>	<b>3</b>		
	<p>Staff induction and training specifically addresses the nature and limits of relationships between staff and service users.</p>	<b>3</b>		

Standard	Requirement	Score	Achieved yes/no	Comments and evidence
<b>Staff are aware of what abuse is and know how to report concerns</b>	Staff do not demonstrate an understanding of what abuse is and how to report concerns	0		<i>The provider must take immediate action to meet the minimum requirements for the standard.</i>
	Staff demonstrate an understanding of Safeguarding Adults and prevention of abuse and know how to report any actual or suspected abuse or neglect.	6		
	Staff can explain how to recognise symptoms of abuse or neglect and can explain how to deal appropriately with aggression from service users.	4		
	Staff fully understand the provider's safeguarding policies and procedures and are able to describe the principal elements of the policy and procedures, the reasons behind them and their implications for their work.	4		
	Staff are aware of and have access to the provider's Safeguarding Adults policy and procedures	3		
	Staff are aware of the North Yorkshire Safeguarding Adults Multi Agency Policy and Procedures and have access to a copy.	3		
	Staff are aware of and have access to a copy of the provider's Whistleblowing policy	3		
	Staff understand and are able to describe the provider's policies concerning relationships with service users and understand their professional boundaries	3		
<b>Service users are aware of what abuse is and how</b>	No action is taken to ensure that service users are aware of abuse and how to report concerns.	0		<i>The provider must take immediate action to meet the minimum requirements for the standard.</i>

Standard	Requirement	Score	Achieved yes/no	Comments and evidence
<b>to report concerns.</b>	Action is taken to ensure service users understand what constitutes abuse and know how to report any actual or suspected abuse or neglect.	6		
	The existence of the safeguarding policy is publicised in appropriate ways e.g. in service user guides or welcome packs or handbooks, on notice boards, at service user meetings, etc.	4		
	Safeguarding and protection from abuse is promoted on a regular basis e.g. through service user meetings, care reviews and key working.	3		
<b>Prompt action is taken in response to individual complaints or concerns in relation to safeguarding from staff or service users.</b>	No action is taken in response to individual complaints or concerns from staff or service users.	0		<b><i>The provider must take immediate action to meet the minimum requirements for the standard.</i></b>
	All allegations and incidents of abuse are followed up promptly and action taken is in accordance with the provider's safeguarding adults policy and procedures.	6		
	There are clear procedures in place for identifying perpetrators, working with perpetrators to avoid recurrence, taking disciplinary action, informing the police and/or taking legal action etc.	4		
	Action taken in response to allegations or incidents of abuse is fully documented. A log records details of investigations and outcomes and shows that appropriate action is taken	3		

Standard	Requirement	Score	Achieved yes/no	Comments and evidence
	The provider has a clear approach to learning and development in terms of safeguarding adults and ensures that its policies, procedures and training is developed to reflect any learning from concerns and complaints.	3		
<b>Total self assessment score:</b>				

<i>Using your total score, indicate your provider self assessment safeguarding adults rating</i>	Score	Level	Achieved (✓)
	70 – 100	A	
	50 – 69	B	
	30 - 49	C	
	0 – 29	D	

Supplementary Information	
How many staff are there?	
How many staff have undertaken Alerter level 1 training? (usually would expect this to be 100% in relation to actual number of staff)	
How many staff have the responsibility for responding to and referring a Safeguarding Alert?	
How many of these staff have attended Referrer/Responder training?	