

Adult Safeguarding Champion Position Report

1	Name of organisation:	
2	Type of services/facility delivered to adults:	
3	Name of Adult Safeguarding Champion:	
4	Position in organisation:	
5	Reporting period covered:	
6	Confirmation that the organisation has an adult safeguarding policy in place. Detail the most recent review date.	

Declaration (to be signed by the ASC)

I confirm that the information contained in this report is accurate;

Name.....Designation.....

Date.....

Outline the reporting structure within the

organisation/service.	
Has the ASC delegated adult safeguarding responsibilities to other staff/volunteers? If yes please detail arrangements.	
Overview of adult safeguarding activity in the reporting period to include prevention, protection and partnership activity where appropriate (note 1)	
Outline of key challenges and achievements in relation to adult safeguarding in the reporting period to include prevention, protection and partnership activity where appropriate.	
Detail how the organisation/service intends to ensure compliance with regional and organisational policy in the coming year.	

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Reporting Period from.....to.....

This should be completed by all organisations **excluding HSC Trusts and PSNI**. Record data for the reporting period, made to the Trust in which the facility/service/service user is located.

		Belfast HSC	South Eastern HSC	Southern HSC	Western HSC	Northern HSC	Other (note 2)
1.1	Number of adult safeguarding concerns raised in the reporting period (note 3)						
1.2	Number of adult safeguarding concerns screened out in the reporting period (note 4)						
1.3	Number of adult safeguarding concerns not referred to HSC Trusts (note 5)						
1.4	Number of referrals made to HSC Trusts (note 6)						

Adult Safeguarding Training	Level 1	Level 2	Level 3
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(note 7)		Induction and basic awareness	Awareness raising, recognising and responding	Managers and ASCs
1.5	Have all relevant staff and volunteers been trained in adult safeguarding in the reporting period. If no please provide detail.			
1.6	Comment on how the data is being used by the organisation/service (note 8)			

Notes

Field	Note		
	1	Overview of adult safeguarding activity in the reporting period to include prevention, protection and partnership activity where appropriate	A summary of adult safeguarding actions which prevented or protected adults from harm- conferences attended, forums established/attended, reports disseminated, learning achieved etc
	2	Other	Outside the jurisdiction of Northern Ireland
	3	Number of adult safeguarding concerns raised in the reporting period	This is where a concern has been raised that an adult has been subjected to some form of abuse, neglect or exploitation
	4	Number of adult safeguarding concerns screened out in the reporting period	Not meeting the definitions or thresholds, not safeguarding concerns
	5	Number of adult safeguarding concerns not referred to HSC Trusts	Received an alternative safeguarding response
	6	Number of referrals made to HSC Trusts	These are referrals that meet the definition of an adult at risk of harm and in need of protection as detailed in the Regional Adult Safeguarding Prevention and Protection in Partnership policy (July 2015)
	7	Adult Safeguarding Training	Details of Level 1,2 and 3 Adult Safeguarding training is available in The Northern Ireland Adult Safeguarding Partnership Training Strategy (2016). This is available at http://www.hscboard.hscni.net/niasp/
	8	Comment on how the data is being used by the organisation/service	Analysis of patterns of safeguarding concerns, possible explanations for emerging trends and patterns, changes to practices or procedures that have resulted from learning from safeguarding activity. Comment on how adult safeguarding concerns not reported to HSC Trusts were managed.