



West Sussex Safeguarding Adults Board

SAR Referral Form

Author: <Enter here>

Date: <Enter here>

Review Date: <July 2019>

Referral information	
Name of person making the referral	
Name of your agency	
Your position	
Your email address	
Your address	
Your contact number	

Details of person being referred for a SAR	
Name of person being referred	
Date of birth	
Next of kin	
Date of incident or issues	
Is the person deceased or alive?	
Has the person or family member been informed of the SAR referral?	

Agencies involved	Key contact name	Contact details	Has the agency been informed about the SAR referral?

Reason for referral – please do not exceed 3 sides of text
<p>Please refer to the Sussex Safeguarding Adults Policy and Procedure Manual; http://sussexsafeguardingadults.procedures.org.uk/hkyly/appendices/appendix-2-roles-and-responsibilities-safeguarding-adults-board-functions-and-safeguarding-adults-reviews and consider if your referral meets the following criteria:</p> <ul style="list-style-type: none"> SABs must arrange a SAR when an adult in their area dies as a result of abuse or neglect whether known or suspected, and there is concern that partner agencies could have worked more effectively to protect the adult. SABs must also arrange a SAR if an adult in its area has not died, but the SAB knows or suspects that the adult has experienced serious abuse or neglect. In the context of SARs, something can be considered serious abuse or neglect where, for example the individual may likely have died had it not been for an intervention or has suffered permanent harm or reduced capacity or quality of life (whether because of physical or psychological effects) as a result of the abuse or neglect. SABs are free to arrange for a SAR in any other situations involving an adult in their area with needs for care and support. The SAB should be primarily concerned with weighing up what type of

'review' process will promote effective learning and improvement action to prevent future deaths or serious harm occurring again. This may be where a case can provide useful insights into the way organisations are working together to prevent and reduce abuse and neglect of adults.

SARs may also be used to explore examples of good practice where this is likely to identify lessons that can be applied to future cases.

Insert your summary here:

Completed by	
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Signed	
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Date	
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Please submit this form for the attention of:

Naomi Ellis – Chair of the Safeguarding Adult Review Subgroup

Email: safeguardingadultsboard@westsussex.gov.uk

(Please note: Confidential information should be password protected and the password e-mailed separately)

To be completed by Board Manager

Date SAR referral was discussed:	
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SAR criteria met:	
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SAR criteria not met:	
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Date sent to Independent Chair:	
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Date Independent Chair approved Referral:	
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Rationale for decision and proposed methodology:

Comments from Independent Chair: