



FACTSHEET PRACTITIONER EVENTS

I have been asked to attend a practitioner event – what does this mean?

This means that a Safeguarding Adult Review (SAR) is taking place about an adult that you have worked with.

As part of the process the independent reviewer will want to talk to those who know the adult and work directly with them to hear their views and understand more about what happened to lead to the SAR taking place.

Who will be there?

- The independent reviewer who is writing the Safeguarding Adults Review – they will chair the event
- The Business Manager from the South Gloucestershire Safeguarding Adults Board – this is Sarah Taylor. Sarah is the best point of contact with questions about the event before and afterwards. (01454 863136 sarah.taylor2@southglos.gov.uk)
- Practitioners and managers from all organisations who have worked with the adult.

What do I need to do to prepare?

- Read the information provided by the reviewer – a summary will be sent to you. This is purely for the purpose of ensuring the information known is shared with all who were involved at the time. It will not be used in the final report.
- Re-read the records that you made within your own organisation, sometimes the events relating to the review might be months or even years ago and it is difficult to recall what happened accurately.

How can I help the review?

The reviewer will have been provided with a written account of what happened and will have had access to policy documents, guidance and procedures in place at the time of the review scope. The written details will have been provided by someone in your organisation

who does not know the adult. Being able to meet professionals who actually met and worked with the adult will give a fresh perspective and give you the opportunity to talk about your experiences.

What will happen at the event?

- The reviewer will want to hear about what happened from your point of view and why you think things happened as they did
- Everyone will be able to talk about their role and their contact with the adult
- You may be asked questions but this is not trying to catch you out, just trying to learn what happened and whether there are systems that helped or got in the way of your work
- The review process is not looking to apportion blame, but to explore what has happened and learn from it
- The reviewer will want to explore some learning themes that the information so far has identified
- The discussions will be confidential to the event. When the SAR is written you will not be named or identified, neither will the adult
- Notes will be taken at the event but only for the reviewer to remember accurately what is said. The notes will not be shared afterwards with anyone else

What will happen afterwards?

- The reviewer will consider the information you share, along with the information from chronologies and written reports, and information shared by the adult and their family. They will then write the draft Safeguarding Adult Review
- Before the review is signed off as complete you will be given a copy to read and check for factual accuracy
- Once the SAR has been signed off it will usually be published on the Safeguarding Adults Board website [here](#)
- There will be an action plan to make sure learning from this review is embedded and organisations make changes where they need to. This action plan will be monitored by the Safeguarding Adult Review sub group

Any more questions?

Please contact the business manager, Sarah Taylor, with any questions to help with this event or about the process of the review

Please remember that everything relating to the SAR is confidential and you should not talk about it outside of the practitioner event or share any of the documents you are given with anybody else