



Policy for managing concerns around people in a position of trust (PiPoT)

January 2024

North Lincolnshire Safeguarding Adults Board

Background

PiPoT policy provides a framework for managing cases where allegations are made against a person in a position of trust (PiPoT), focused on the management of risk.

Guidance to ensure appropriate actions are taken to manage allegations against people who work, either in paid or unpaid capacity, with adults at risk.

This policy applies whether the allegation or incident is current or historical.

Based on the Care Act (2014) which requires partners to have recording and info sharing guidance, set timescales for actions, and know how to preserve evidence.

Guidance for 'managing allegations against people in a position of trust' included under S14 of the Care and Statutory Guidance (2015).

Situations covered by the policy

If there are concerns or evidence that:

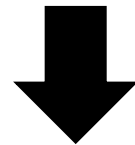
The person has harmed an adult or a child whilst in a professional role

The person has harmed an adult or a child whilst in a personal relationship

The person has harmed an adult or a child whilst in some other role or capacity

AND

It is believed that the above poses a current or continuing risk in the person's current role of responsibility, whether paid or unpaid



Action may be taken in respect of the PiPoT

How PiPoT concerns are raised

Criminal investigations

S42 under the Care Act (2014)

Children's safeguarding enquiries

Disciplinary investigations

Regulatory action

Reports from the public

Instances where an agency is alerted to information that may affect the suitability of an employee/volunteer/student to work with an adult(s) at risk, where such information has originated from activity outside their professional/volunteer role, and place of work.

The alleged victim, in such circumstances, does not have to be an adult at risk, for example, it could be their partner or a child.

Information sharing

Decisions on sharing information must be justifiable and proportionate, based on the potential/actual harm to adults/children at risk, and the rationale for decision making should always be recorded.

Information should be shared:

- Where there is a legal justification for doing so.
- Where relevant and necessary.
- With the relevant people who need all, or some of the information.
- When there is a specific need for the information to be shared at that time.

Remember that the General Data Protection Regulation (GDPR) and Caldicott guidance is not a barrier to sharing information, but it provides a framework to ensure that the personal information is shared appropriately.

Responsibilities

All agencies/employers/student bodies/voluntary organisations should have their own PiPoT policy and procedures, defining who undertakes investigations, timescales for investigation, and support and advice available to people against whom allegations have been made.

- PiPoT allegations should be reported immediately to senior management.
- Organisations should have their own source of advice relating to PiPoT concerns.
- Safeguarding Adults Team can offer advice and guidance, but they can't offer legal advice, employer/employee advice, or do PiPoT returns for you.

When PiPoT concerns are raised, organisations must assess any potential risks posed to adults with care and support needs, and take action to safeguard them, as required.

Organisations should have a process for recording of discussions, decisions and disclosures, compliant with GDPR.

If an allegation constitutes a safeguarding enquiry, follow NLSAB multi-agency policy and procedures.

If PiPoT investigation results in dismissal/re-deployment, the employer has a legal duty to inform the Disclosure and Barring Service (DBS) and, if appropriate, statutory bodies i.e., Social Work England, General Medical Council, Nursing and Midwifery Council.

Responsibilities (cont'd)

All NLSAB partners are required to provide assurance to the NLSAB that their PiPoT arrangements are adequate and functioning effectively.

NLSAB partners are required to provide quarterly updates to the board in relation to PiPoT referrals and outcomes.

Organisations which are not specific partners of the NLSAB need to report their PiPoT cases to the Safeguarding Adults Team, who will then report to the NLSAB on their behalf.

Concerns relating to children


When a person's conduct towards an adult may impact on their suitability to work with, or continue to work with children, this must be referred to the North Lincolnshire Local Authority Designated Officer (LADO).

Where concerns have been identified about their practice and they are a parent/carer for children, then consideration by the data controller should be given to whether a referral to Children's Services is required.

For more information about concerns relating to children, please visit:

<https://www.northlincsmars.co.uk/>

PiPoT quarterly reporting tool



Quarterly Reporting - Partners People in a Position of Trust (PiPoT)

Each agency is required to provide assurance to the North Lincolnshire Safeguarding Adults Board (NLSAB) that arrangements to deal with allegations against a person in a position of trust (PiPoT), within their organisation are adequate and are functioning effectively.

Agencies are required to provide quarterly updates to the NLSAB in relation to referrals received and the outcomes.

Please read the Policy for Managing Concerns around People in Positions of Trust with Adults who have Care and Support Needs on the Safeguarding Adults Board website, <https://www.northlincsab.co.uk/> under *****Policies, Procedures and Guidance***** section.

* Required

1. Organisation *

2. Name of Person Completing the Form *

3. Reporting Period *

Quarter 1 - 1 April - 30 June 2023

Quarter 2 - 1 July - 30 September 2023

Quarter 3 - 1 October - 31 December 2023

Quarter 4 - 1 January - 31 March 2024

4. Please advise us of any PiPoT cases you have dealt with in the last quarter (for your organisation) or indicate 0 for no cases for this quarter. *

5. Referrals this quarter *

Yes

No

6. Date Referral Received *

7. Organisation *

8. Reference / Identifying Number (please do not add any identifiable information e.g. name, D.O.B etc) *

9. Current Status of Referral *

Open

Ongoing

Closed

Not Known

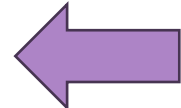
10. Outcome (please provide details) *

11. Actions Required and Status (please provide details) *

12. Identified Future Learning (what has been put in place to prevent similar incidents) *

You can print a copy of your answer after you submit

Never give out your password. [Report abuse](#)



Further information and guidance

- North Lincolnshire SAB multi-agency PiPoT policy:

[PiPoT-Policy-FINAL-Dec-2023.pdf \(northlincssab.co.uk\)](#)

- North Lincolnshire SAB multi-agency safeguarding policy and procedure:

[North-Lincolnshire-MA-PP-FINAL.pdf \(northlincssab.co.uk\)](#)

- North Lincolnshire SAB website:

[www.northlincssab.co.uk](#)

- PiPoT lead (lead officer for safeguarding adults or nominated deputy):

Email - safeguardingadmin@northlincs.gov.uk

Case examples...

Case example one

Case:

A 42-year-old woman is subject to ongoing domestic abuse issues from her partner. Due to risks presented to the couple's children, Children's Services become involved. As part of their assessment, Children's Services identify that the woman works as a care assistant in a care home for older people with dementia.

Should Children's Services refer this as a PiPoT to the woman's employer?

Children's Services decide that disclosure is not proportionate in the situation - the woman is in a very difficult situation, is engaging well with Children's Services to take steps to protect her children, and there is no evidence that either she or the abuse in her relationship would pose a likely risk of harm to the adults in the care home, where she works.

Children's Services have a discussion with the woman and inform her that they will not be disclosing information to her employer, but encourage her to tell her employer herself. The woman agrees to inform her employer about her home situation, so that her employer can make a risk assessment and provide support for her in the work environment.

Case example two

Case:

A doctor employed in an NHS hospital is arrested by police for historical child sexual offences. The doctor works with a range of adults in their role, some of whom will have needs for care and support. The police are the information owner.

Should the police refer this as a PiPoT to the doctor's employer?

The police decide they do need to disclose the information to the NHS Hospital Trust as the employer of the doctor. The police inform the NHS Hospital Trust about the arrest for historical child sex offences and notify the Care Quality Commission as regulator, and the local Integrated Care Board as the commissioner of the hospital trust.

The NHS Hospital Trust acts on the information and decides to suspend the doctor, immediately. Their disciplinary process is placed on hold while the police investigation progresses.

Case example three

Case:

Local authority (LA) receives a safeguarding concern from a neighbour of an older woman. The concern relates to allegations that the woman's daughter is abusing her mother physically and emotionally. The LA makes enquiries under S42 of the Care Act, and they find out that the daughter lives in a neighbouring authority area - Doncaster, and works as a carer for a homecare agency serving people in that area.

Should the local authority refer this as a PiPoT to the woman's employer?

The LA decides that due to the nature of the cruel treatment alleged, that the daughter works with people of a similar age to her mother, and that she works unsupervised with people in their own homes - they do need to disclose the information and allegations to the daughter's employer.

By this stage of their enquiries, the daughter is aware that concerns have been raised about the way she treats her mother, so the LA tries to engage with the daughter to provide her with an opportunity to disclose to her employer, or to gain consent to share the information. The daughter refuses to do this, so the LA informs her that they are sharing the information without her consent, and make the disclosure directly to the registered manager of the homecare agency.

The LA notifies Doncaster Council and the Care Quality Commission. They can then follow up the issue with the homecare agency (under contract compliance/regulatory processes) to gain assurance that the agency has risk assessed the issue properly, and managed any identified risk to users of the service.

Questions...