Appendix A

lancashire safeguarding adults board

Process for dealing with the concern about the person in a position of trust (PiPoT concern)

Whose information is it?

Concern can be identified or raised in different ways.

E.g. concern raised through partner/agency duties e.g. Police

E.g. member of the public or other 3rd party informs the partner/agency

E.g. information shared by LADO through Children's processes.

Concern or allegation is identified or received by a relevant partner of the Safeguarding Adults Board.
The **DATA CONTROLLER** is identified. (This will usually be the relevant partner of SAB who first receives the information)

Decision - Can the information be shared?

The **DATA CONTROLLER** must decide whether s/he will disclose the information to the employee/volunteer's employer and any relevant others.

YES

Unless it puts an adult or a child in danger, the employee/volunteer should be informed what information about them will be shared with their employer. This will allow the employee/volunteer the opportunity to disclose the information with their employer.

NO

Data controller makes a clear record giving the rationale of why the information has not been shared.

Risk management / Employer actions

The **Data Controller** shares information with the employer (or volunteering manager)

The employer (or volunteering manager) assesses the risk, and may investigate allegations through internal employment processes where it is appropriate to do so.

The **employer (**or volunteering manager) takes risk management actions as appropriate to the individual case. (e.g. increased supervision or monitoring, disciplinary or dismissal; referrals to other agencies – Disclosure Barring Service (DBS) and professional bodies e.g. the General Medical Council (GMC); Health and Care Professionals Council (HCPC); Nursing and Midwifery Council (NMC) etc.