

Speak up • Speak out

We can help

Adult protection case conferences
What you need to know



What is an adult protection case conference?

It is a meeting we arrange if there are worries that you are not safe or that someone is causing you harm.

Can I attend the case conference?

You can attend the case conference to put across your views about whether you feel you are being harmed. You may agree or disagree with what others are saying, and it is very important that you have a chance to have your say and be heard.

If you cannot go to the meeting, your social worker or another worker who knows you will speak to you, find out what you think, and tell this to people at the meeting. If you want to write your views down, there is a space for this on the other side of this leaflet.

You can also ask for an independent advocate (representative) who is not employed by the Council or the NHS to help you give your views at the case conference. An independent advocate can also attend the conference for you to make sure your views are heard.

Who will be there?

The chairperson of the meeting is usually a manager from the social work service that you use. He or she will make sure that everyone has a chance to speak for themselves and to be heard. Your key worker and anyone else involved with your care will be invited. Doctors, nurses, police officers or other professionals, who can advise how to protect you, may also be invited. Your family and those people in your life who want to support and protect you from harm may attend.

Someone from social work will take a 'minute' of the case conference. This is a written record of the meeting.

Any person who is suspected of harming you will not usually be at the case conference, unless there is a good reason.

What will happen during the case conference?

Everyone will introduce themselves so that everyone knows each other. The chairperson will remind everyone that the meeting is confidential and why it is being held. The chairperson will also ask everybody to contribute to the discussion and to listen respectfully to each other, even when someone says something with which they disagree. Everyone will have an equal say.

Protection plan

A plan will be agreed to support and protect you from harm. This is called a 'protection plan'. The person taking the 'minute' will write down what is said and what people have to do to make the protection plan work.

This plan helps everyone involved with you know what is being done to support and protect you from further harm.

What happens after the meeting?

There may be another meeting in the future to make sure that the protection plan is working to help you stay safe and well. Your key worker will meet with you after the meeting to talk about how the meeting went and to go through the minutes and the protection plan with you.

Tell us what you think

What things in your life are most important to you?

What is difficult in your life?

Tell us what you think (continued)

How safe do you feel?

What do you think should happen to keep you safe?

For more information

You can get more information about this leaflet and how it affects you from your worker.

Worker's name

Telephone number



HAPPY TO **TRANSLATE**

You can get this document on tape, in Braille, large print and various computer formats if you ask us. Please contact ITS on 0131 242 8181 and quote reference number 14-1292. ITS can also give information on community language translations.

