

### 1.18.4 Safeguarding Information & Training

Please describe how safeguarding information is disseminated to all staff and how staff (including any sub-contractors) receive training commensurate to their role as specified in the Safeguarding Children and Young People, Roles and Competencies for Healthcare Staff Intercollegic Document 2019 and the Adult Safeguarding, Roles and Competencies for Healthcare Staff Intercollegic Document 2018 and abide by the Staffordshire and Stoke-on-Trent Safeguarding Board policies and arrangements for both children and adults including details of the named Adult and Child Safeguarding Leads.

(Maximum Word Count 500)

Words used = 498 (graphic excluded as per the clarification question)

#### 1.18.4.1-Safeguarding leads

Our Head of Safeguarding is [REDACTED],. Safeguarding Specialist Nurses for adults/children, [REDACTED], will support the contract with concerns raised by the team, alongside Staffordshire GP-OOH Safeguarding Lead, [REDACTED] (Clinical Services Manager). Totally's safeguarding team (parent company) provide specialist safeguarding advice/support across all divisions.

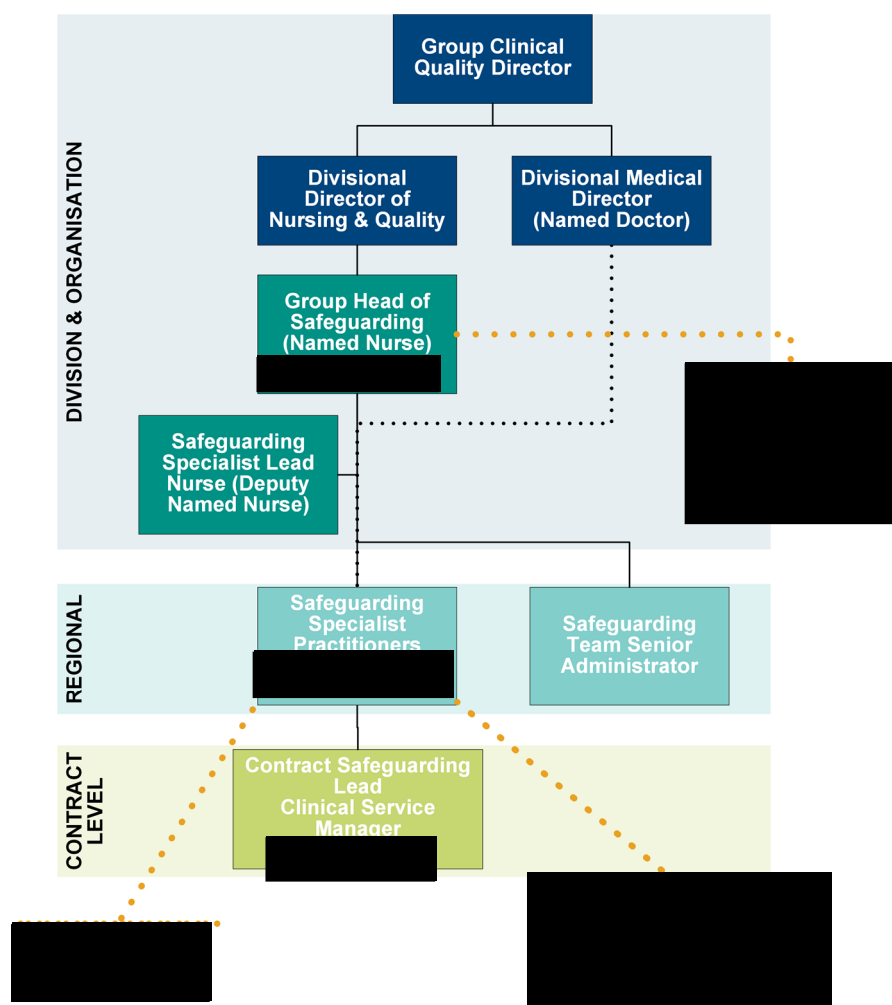


Figure 1: Safeguarding roles

### **1.18.4.2-Disseminating safeguarding information to staff and subcontractors**

#### **a)-Safeguarding policies/procedures and structures**

Our safeguarding adults and children policies and Staffordshire GP-OOH safeguarding processes are on our intranet. They apply to all staff, including our specialist prison subcontractor, The Gables Offender Healthcare, in the South Lot.

Quarterly divisional Safeguarding Committee meetings discuss safeguarding arrangements with actions cascaded through the region.

Active engagement with Staffordshire's Local Safeguarding Partnership Board ensures we work in tandem to deliver against safeguarding policies and priorities.

#### **b)-Data collection and analysis**

Safeguarding-related data includes:

- Subject-specific information.
- Training logs.
- Referrals (Datix).

Data on abuse types/themes e.g. self neglect, and intelligence from safeguarding-incident reviews provide learning and/or recommendations that inform training packages. We collect data from CP-IS and review <18s DNAs (or 'was not brought') to ensure no missed safeguarding opportunities.

Data analysis is included in quarterly internal reports that assure the Director of Nursing that we are evidencing learning and is reported to the CCGs.

#### **c)-News/alerts/lessons**

Safeguarding team quarterly updates include:

- Incident/review learning.
- Good practice
- Reminders.
- Policy changes.
- Links to support and apps.

Staffordshire's governance team produces monthly newsletters with safeguarding case learning. Staffordshire 'look-back-and-learn' sessions are available to all Staffordshire-contract staff.

Updates/alerts are disseminated via regional/area directors for managers to discuss with their teams.

The safeguarding team's weekly safeguarding-touchpoint virtual meetings are open to employees across Totally plc to raise process questions and share good practice.

Learning and information regarding processes is shared with staff during 1:1s and team meetings.

### **1.18.4.3-Safeguarding training**

Staff are required to complete levels of safeguarding training commensurate with their role.

#### **a)-Non-clinicians**

These staff complete e-LfH Level 2 safeguarding training for adults/children and PREVENT.



#### **b)-Clinicians**

##### **b.1)-Training**

Induction includes information on accessing policies, guidelines, processes and advice.

Clinicians are required to attend safeguarding training from the Totally safeguarding team, in line with the Intercollegiate Documents requirements e.g. Level 1 & 2 safeguarding training (adults/children) via e-LfH. Level 3 safeguarding training (adults/children) via e-LfH and face-to-face sessions, followed by reflection, case discussion and specific-subject training.

They maintain L3 competencies (essential for clinical practice) via subject-specific sessions equally weighted for adults and children.

We offer face-to-face training mapped against intercollegiate document-specified learning outcomes for adults (2018), children (2019) and looked-after children (2020). Specific safeguarding updates follow learning from internal and external incidents/reviews. PREVENT training for Levels 1-3 staff groups is via e-LfH.

##### **b.2)-Supervision**

The nominated contract safeguarding lead attends quarterly safeguarding team-facilitated group supervision, as do our Medical leads. Safeguarding supervision is included in staff 1:1s with discussion/sharing of learning points and review of safeguarding referrals/outcomes.

#### **c)-Subcontractors**

The Area Operational Director accountable for the Staffordshire GP-OOH contract requires Gables Offender Healthcare to evidence its staff having completed relevant children/adults safeguarding training.