

HMR Quick Glance – Guide to Safeguarding

Children's Services – Urgent Child Protection Issues

1. Ring Emergency Out Of Hours Social work team and follow up referral in writing
OOH: 0300 303 8875
In Hours: 0300 303 0440
2. Email BDOC.Governance@nhs.net details of case including Adastral number and date.
3. Leave a copy of form in sealed envelope for Governance in drawer in Operations room for next working day

Children's Services – Less than Urgent Referrals

1. Less urgent referrals i.e. child in need situation where input from HV/GP or School Nurse required you must explain the referral to the patients and gain agreement.
2. Complete Confidential – Liaison Form Fax to service for next working day.
3. Email BDOC.Governance@nhs.net details of case including Adastral number and date.
4. Leave a copy of form in sealed envelope for Governance in drawer in Operations room for next working day

Adult Services – Urgent Adult Protection Issues

1. Ring Emergency Out of Hours Social Work Team and follow up referral in writing
OOH: 0300 303 8875
In Hours: 01706 261876
2. Email BDOC.Governance@nhs.net details of case including Adastral number and date.
3. Leave a copy of form in sealed envelope for Governance in drawer in Operations room for next working day

Adult Services – Less than Urgent Referral

1. In Hours Karen McCormick 01706 261876
2. Email BDOC.Governance@nhs.net details of case including Adastral number and date.
3. Leave a copy of form in sealed envelope for Governance in drawer in Operations room for next working day