

NORTHAMPTONSHIRE MULTI-AGENCY ADULT RISK MANAGEMENT (ARM) TOOLKIT

1. Introduction

The Adult Risk Management (ARM) process provides professionals from all agencies with a framework to facilitate effective multi-agency working with individuals aged 16 and above who are deemed to have capacity for a specific decision that may result in serious harm, or death, through severe self-neglect, risk taking behaviour or not being accepting of services offered.

An ARM is **not** a substitute to legislation, assessment and all other existing processes (such as the Mental Health Act (1983; 1999); Mental Capacity Act (2005), Safeguarding Adults (Care Act, 2014), MAPPA, MARAC and Channel (framework around anti-Terrorism). These processes will always take precedence but an ARM could be called alongside if it is felt that it may support the individual.

2. ARM Criteria

In order to consider an individual for an ARM **all** criteria below should apply:

1. An individual must have the capacity to make decisions regarding the specific decision(s) that is causing concern;
2. The practitioner has no reason to doubt the individual has capacity and should state the reasons and provide proof, where applicable.
3. There is a risk of serious harm or death through severe self-neglect; fire; deteriorating health condition; declining to work with services; targeting by the local community; Hate Crime or Anti-Social Behaviour; sexual violence; or decline to engage with a single agency or other investigations for safeguarding;
4. There is a public safety interest or there are high level of concerns from partner agencies.

3. Inter-Agency Procedures

Refer to the Inter-Agency Procedures and Self-Neglect Guidance for further information.

**Safeguarding is everyone's responsibility and any agency in
Northamptonshire can convene an ARM**

PRO FORMA 1

Which agency identified the need for the ARM?			
Following the initial ARM meeting, which agency will lead the ARM?			
Name of person leading the ARM			
Email address		Tel no.	

Name of person subject to ARM	D.O.B.	/ /
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Date of initial ARM meeting	/ /	Time	:	Location	
Invited to meeting	Yes / No	Attended the meeting		Yes / No	

Name of support/advocate			Tel no.		
Support/advocate invited to meeting	Yes / No	Attended the meeting		Yes / No	

Are there children/young carers living in the household?	Yes / No	Have they been safeguarded?	Yes / No
If a referral for safeguarding has been submitted, what was the outcome?			

Other support networks supporting the individual?	
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The reasons for having no doubt about the person's capacity must be discussed and evidenced at the initial meeting

1. Who else is involved in the ARM?

Name	Role	Agency	Contact details Telephone & Email	Present at the meeting
				Yes / No
				Yes / No
				Yes / No
				Yes / No
				Yes / No
				Yes / No
Chair of the meeting:			Minute taker:	

2. Explain why you are convening the ARM

Provide an explanation of the event(s) leading to this ARM meeting:

Detail the issues causing concern and the associated risk(s):

Prior to the meeting, what action has been taken to support the individual being involved in the ARM process:

Provide the risk rating score and reasoning (see matrix at Appendix 1).

Given the purpose of the ARM, if the risk is rated at low or moderate, this would not meet the criteria for ARM

1-3 - Low risk

4-6 - Moderate risk

8-12 - High risk

15-25 - Extreme risk

Provide an explanation:

3. Record of the discussion(s) with the individual (*this section must be completed by each agency before the meeting and collated by the lead agency*)

Date	/ /	Time	:	Location	
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a. Does the individual understand why you have organised the ARM?

b. What are the individual's experience and understanding of risk?

c. What actions could be defined as positive risk taking for the individual?

d. What are the individual's strengths to manage the risk(s) being taken?

e. What are the individual's personal outcomes from the ARM?

f. What are the early warning signs?

g. What crisis and contingency plans can be identified?

h. Is there any additional support that the individual feels would be helpful in managing risk(s) safely?

4. Details of individual's support/advocate

Name of support/advocate		
Contact details	Tel no.	
	Email address:	
Please state the reason(s) if not involved in the meeting:		
What do they consider to be the individual's strengths:		
What do they consider to be the risks of the individual's decision making:		
What actions do they think could be put in place to support the individual and mitigate risk?		
What outcomes would they like to see for the individual?		
Other relevant information:		

PRO FORMA 2

RISK ENABLING PLAN

To be completed in conjunction with Pro Forma 1

Dated:	
1. What are the identified risks for the individual?	
2. What are the identified risks to others?	
3. What is a safer alternative for managing the identified risk(s)?	
4. What are the benefits of the ARM for the individual?	
5. What are the agreed outcomes for the individual?	
6. How will the outcomes be achieved?	

Actions from this meeting – Dated:	Responsible Person*	Deadline	Completed
			Yes / No
			Yes / No
			Yes / No
			Yes / No
			Yes / No

**The responsible person could be the individual, a carer/advocate, a neighbour, or a professional*

Since the previous meeting – Dated , has anything changed significantly? Please provide explanation below:	Responsible Person*

**The responsible person could be the individual, a carer/advocate, a neighbour, or a professional*

Task	Outstanding actions from previous meeting/s – Dated :	Responsible person*	Deadline	Completed
1.				Yes / No
	Update to action 1:			
2.				Yes / No
	Update to action 2:			
3.				Yes / No
	Update to action 3:			
4.				Yes / No
	Update to action 4:			<i>Tab here to create add. row</i>

**The responsible person could be the individual, a carer/advocate, a neighbour, or a professional*

Objections to the actions:	<i>Record here if anyone disagrees with the suggested actions that has been made and how you intend to proceed:</i>
Communication Strategy:	<i>Record how those involved will be advised of the risk enabling plan:</i>

The Chair has read and approved these minutes and confirms that they are an accurate record of the meeting

Name:		Role:	
Signed:		Dated:	

Lead Agency Checklist		
1.	Has the ARM leaflet been given to the individual? <i>(currently being developed)</i>	<input type="checkbox"/>
2.	Has the date of the next meeting been agreed?	<input type="checkbox"/>
3.	Are there other agencies that should be involved in the next meeting? <i>If yes, please list:</i>	<input type="checkbox"/>
4.	Who would the individual like this document to be shared with? <i>Please list:</i>	<input type="checkbox"/>
5.	Advise your agency safeguarding lead that you have commenced/closed an ARM. They will in turn complete the quarterly Agency ARM Record – The record should be sent to: ARM@nass.uk.net	<input type="checkbox"/>

Closing the ARM		
1.	Rationale for closing the ARM:	
2.	Initial risk rating score:	
3.	Current risk rating score:	

The Chair agrees to closing the ARM

Signed:		Dated:	
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Evaluating Risk

In case of Emergency (Police, Ambulance and Fire), call 999. For Police non-emergency, dial 101.

Risk Scoring and Grading

The risk matrix below shows both numerical scoring and colour banding and may be used in combination with the guidance on types and seriousness of abuse.

Use the table below to calculate the risk score by multiplying the consequence by the likelihood: C (consequence) × L (likelihood) = R (risk score)

Probability/Likelihood	Consequence/Impact				
	Negligible (1)	Minor (2)	Moderate (3)	Major (4)	Catastrophic (5)
Almost certain (5)	5	10	15	20	25
Likely (4)	4	8	12	16	20
Possible (3)	3	6	9	12	15
Unlikely (2)	2	4	6	8	10
Rare (1)	1	2	3	4	5

For grading risk, the scores obtained from the risk matrix are assigned grades as follows:

1-3 - Low risk

4-6 - Moderate risk

8-12 - High risk

15-25 - Extreme risk

1 - 3 Low risk – Not suitable for ARM

4 - 6 Moderate risk – Not suitable for ARM

8 - 12 High risk – Serious impact on a person’s life leading to possible serious injury or serious impact on the person’s life i.e. loss of life savings etc.

15 - 25 Extreme risk – Serious impact on a person’s life which would could lead to serious injury/death.

