

## IMPLEMENTING THE POLICY – A CHECKLIST

We should:

- Seek to work in a non-abusive way that respects the rights of individuals to enjoy privacy, dignity, independence and choice.
- Actively promote the empowerment and well-being of vulnerable people through the services we provide.
- Ensure rigorous recruitment practices to deter those who actively seek vulnerable people to exploit or abuse, including taking up references and using CRB checks.
- Actively promote an organizational culture within which all those who express concern will be treated seriously and will receive a positive response from management.
- Ensure that staff and volunteers understand that vulnerable people can be abused and that they know what to do if they think that someone is being abused.
- Ensure that all staff and volunteers receive appropriate training and support.
- Have an internal policy, procedure and guidance on how managers, staff and volunteers will deal with allegations of abuse, including allegations against their own organization's staff and volunteers. Ensure that the policy links to the local inter-agency procedure.
- Work in cooperation with the local Adult Services and the police when they are investigating an allegation of abuse.
- Ensure there is a 'lead officer' who takes responsibility for training staff and volunteers and updating procedures.
- Ensure that confidentiality and information sharing related to the protection of vulnerable adults and perpetrators of abuse in a multi-agency context are maintained through the agreed protocols.