Process for dealing with the concern about the person in a position of trust (PIPOT concern)

Whose information is it?

Concern can be identified or raised in different ways

- E.g. concern raised through partner/ agency duties e.g. Police
- E.g. member of the information public or other 3rd party informs the partner/agency
- E.g. shared by LADO through Children's processes

Concern or allegation is identified or received by a relevant partner of the Safeguarding Adults Board.

The **DATA CONTROLLER** is identified. (This will usually be the relevant Partner/ SAB who first receives the information)

Decision-Can the information be shared?

The **DATA CONTROLLER** must decide whether s/he will disclose the information to the employee/ volunteer's employer and any relevant others

YES

Unless it puts an adult or child in danger, the employee/volunteer should be informed what information about them will be shared and be given the right to reply

NO

The **DATA CONTROLLER** makes a clear record giving the rationale why the information has not been shared

The **DATA CONTROLLER** shares information with the employer (or volunteering manager)

Risk management/ Employer actions

The **EMPLOYER** (or volunteering manager) assesses the risk and may investigate allegations through internal employment processes where it is appropriate to do so.

The **EMPLOYER** (or volunteering manager) takes risk management actions as appropriate to the individual case. (E.g. increased supervision or monitoring, disciplinary or dismissal; referrals to other agencies – DBS, professional bodies e.g. the GMC, HCPC, NMC etc