



**Training for Adult Support and  
Protection: Health and Social Care  
Moray - 2022**

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## 1 VERSION CONTROL

| Version | Date      | Details       |
|---------|-----------|---------------|
| 0.1     | 20 Feb 22 | Created by VL |
|         |           |               |
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## 2 INTRODUCTION

Within Grampian a Learning and Development Framework is in place across all partners – all three Grampian Local Authorities, NHS Grampian, Police Scotland and the third/independent sectors. [Protecting Adults in Grampian: A Learning and Development Strategic Framework - December 2021](#) is designed to help guide and support staff and managers involved in Adult Support and Protection training across the partnership. It sets the competencies, knowledge and skills agreed and required by staff across various levels and provides exemplars of how the competencies, knowledge and skills can be delivered.

NHS Grampian staff have a full suite of Adult Support and Protection training available to them. This ranges from e-learning package through to fully facilitated trainer led courses. NHS staff should access the **NHS Grampian Adult Public Protection Training Framework** via the public protection pages of the NHS Grampian intranet. If there are any queries about NHS Grampian staff and their ASP training requirements, these should be directed to [gram.publicprotection@nhs.scot](mailto:gram.publicprotection@nhs.scot)

Within Moray Council Adult Support and Protection Training and Awareness is delivered by Lead Agency (Social Work). Our partners within third sector and Care Home organisations and providers can also access training and support – this is arranged throughout the year.

Social Work delivers a variety of courses from basic awareness to more specialised training for Social Workers to meet statutory responsibilities under the Adult Support and Protection (Scotland) Act 2007 (2007 Act). Presently, training is delivered by our Adult Support and Protection Facilitator and Trainer and is supported by our Consultant and Advanced Practitioner in Adult Support and Protection.

All agencies and staff of The Moray Council should have access to this Plan to ensure they maintain develop and refresh their competencies, skills and knowledge in relation to Adult Support and Protection.

There are three groups of workforce as documented within the Grampian Strategic Framework – General, Specific and Specialist Workforce – you will see this aligned to the Modules offered by Adult Support and Protection to provide guidance to the Modules you should undertake.

### 3 AIMS AND OBJECTIVES

The purpose of this plan is to provide oversight to the workforce of the training undertaken by Health and Social Care Moray in relation to Adult Support and Protection.

It is expected that by undertaking training and awareness this will assist both Health and Social Care Moray and the workforce to

- Build and develop a competent and confident workforce in the identification and support and protection of Adults who may be at risk of Harm.
- Provide a tool to assist in identifying learning and development needs and help those who are responsible for meeting these needs to establish, implement and evaluate inter-agency Adult Support and Protection learning and development and promote collaborative working
- Ensure that the workforce who come into direct or indirect contact with adults who may be at risk to have the knowledge, skills and values they need to:
  - Undertake their roles and responsibilities relating to the support and protection of adults at risk.
  - Contribute effectively to the multi-agency task of assessing, managing and minimising the risks they face.
  - Deliver a consistently high standard of support to adults at risk in Moray.

## 4 OVERVIEW OF TRAINING

The suite of training offered by Adult Support and Protection Social Work is documented below. These modules are available to book via Learnpro, should you not have access to Learnpro please discuss directly with your Line Manager or the Social Work Training Team for further guidance and advice.

### Module 1

#### Basic Awareness (General Workforce)

Module 1 Adult Support and Protection Training is an interactive online course accessible across the Moray Council workforce. It is hoped that over time this online module will be available to third sector organisations (Care Homes, external care providers, community organisations, voluntary groups and members of the public). However, for the time being this is accessed via Learnpro.

The move to an online interactive course ensures that the workforce can access this training at a suitable time and day. Our Training Facilitator also provides feedback sessions following completion at regular intervals throughout the year, and as part of the induction to new Social Care Staff to have a further focussed discussion regarding Adult Support and Protection.

For those outside of the Moray Council workforce Module 1 training is available on request, and requests can be made directly to [AdultProtection@moray.gov.uk](mailto:AdultProtection@moray.gov.uk).

### Module 2

#### Specific contact workforce

Module 2 is a half day course providing the participant with an overview and insight into recognising harm, submitting a referral and further information regarding the Adult Support and Protection process, giving oversight of the 2007 Act. This module is presently being delivered via MS Teams, and when restrictions allow can be delivered face to face.

The type of employees who would undertake this module are defined as those who carry out direct work with adults at risk; and/or form more in-depth relationships with those they support; and/or provide specific services. It may involve one to one work,

or work in a group. These workers may be asked to contribute to the risk assessment and risk management process and may be involved in providing ongoing support to some adults at risk. These workers require the competences, knowledge and skills associated with the specific contact workforce. Examples of such workers would include Social Workers, health and mental health, counsellors, adult support workers, criminal justice workers, drug and alcohol workers, domestic abuse workers and housing support workers.

This module is complimented by Circles Advocacy who provide information and oversight of their role within the Adult Protection process and the importance of Adult Voice in Adult Support and Protection work.

### Module 3

#### The Specialist workforce

Module 3 in Adult Support and Protection is a two day course for those employees who would be referred to as the Specialist Workforce. These employees have specific designated responsibility for Adult Support and Protection issues as part of their role, where this is linked to their post and/or those who will be involved in undertaking Adult Support and Protection investigations, or working with complex cases e.g. providing particular forms of support relating directly to Adult Support and Protection.

Module 3 is predominately attended by Social Workers who are training to reach Council Officer status (Module 3 and 4), but can be attended by Social Care workers and other workers who have a specific involvement within Adult Protection Investigation and ongoing support, and their managers.

This module takes the learner through the Adult Protection Process from Referral to Screening and Initial Referral Discussion and Case Conference. This module captures risk assessment and protection planning and discusses the importance of chronology. This module is attended by our Police Colleagues who, alongside our Adult Support and Protection facilitator give further insight and development of Interview Skills as part of Investigation. The Consultant Practitioner for Adult Support and Protection will

also attend this course and will undertake a face to face or virtual case conference as part of arranged role play.

Please note it is pre requisite of the Module 3 course that the employee has attended both Module 1 and 2.

## Module 4

### The Specialist Workforce

Module 4 is a one day course with pre course reading material. This course covers in detail the statutory duties and powers Council Officers have under the 2007 Act. Social Workers will learn in detail regarding Protection Orders, interviews, medical examinations and warrant for entry. This module uses case example and opportunity to discuss past and live cases to engage the learner in specific scenarios in which they may have encountered, or been part of. This module discusses the correlation between other Legislation such as the Mental Health (Care and Treatment) (Scotland) Act 2003 and Adults with Incapacity 2000 and is joined by our Consultant Practitioner in Mental Health for part.

Presently, this module is delivered by both the Adult Support and Protection Facilitator and Consultant Practitioner. It is hoped in the future that our Legal Team will join us for part of the session to share their expertise.

Social Workers who have completed all 4 Modules in relation to Adult Support and Protection will qualify as Council Officers and can carry out designated functions under the 2007 Act.

Please note it is a prerequisite for attendance in Module 4 that you have attended both Module 2 and 3.

## Council Officer Refresh Training

### The Specialist Workforce

The Council Officer Refresh training is new to Moray and will be undertaken in March 2022 and at regular intervals thereafter. This will offer existing Council Officers the opportunity to refresh their knowledge on the Adult Support and Protection process relevant to Moray and provide a summary to the Legislation, interview skills and protection orders and will require pre-reading to be undertaken in preparation. This course will be facilitated by the Adult Support and Protection Trainer and Consultant Practitioner with presentation from the Consultant Practitioner in Mental Health.

## Council Officer Forums

### The Specialist Workforce

Council Officer Forums will take place every six weeks, with our first held in December 2021. The purpose of the forum is to create an opportunity for Council Officers to come together and discuss cases involved in the Adult Support and Protection process. Participants will be able to discuss good practice, and update their skills and knowledge. The Forum provides an opportunity for information relating to future planning and improvement and to have open discussion. Council Officers will be able to share experiences, improve analytical skills and develop a clear evidence base for decision making. Forums will also help practitioners build their identity as Council Officers and improve confidence.

It is hoped that Moray will build on these Council Officer Forums and join our partners in Aberdeenshire and Aberdeen City to have wider Grampian Forums.

Additional training and development will feature as part of the Forum. Topics such as Risk Assessment, Chronology, Interview Techniques, Domestic Abuse and Trauma Informed Practice for example are planned to feature over the course of the year, as well as wider procedures such as Large Scale Investigations and Learning Reviews.



## External Bespoke Training The General and Specific Workforce

Within Adult Support and Protection we offer bespoke sessions for external Care Providers, Care Homes, Advocacy, Third Sector Organisations and Community Groups. These sessions are available throughout the year and are facilitated by the Adult Support and Protection Facilitator. To voice interest, or book a place please contact [Adultprotection@moray.gov.uk](mailto:Adultprotection@moray.gov.uk)

## Awareness Raising and ASP Live Sessions All Workforce

Awareness raising of Adult Support and Protection takes place throughout the year, and will be advertised as and when they take place. These sessions will be open to all professionals working across the Health and Social Care Partnership, wider organisations, external agencies and our partners in NHS, Police and Advocacy. Our most recent session, ASP LIVE took place in December 2021 where Social Work and partners provided an oversight of the ongoing improvements in relation to Adult Support and Protection over the last year. It is expected that further sessions will be held throughout 2022 and these will be advertised to the workforce.

For Further information or advice please contact [AdultProtection@moray.gov.uk](mailto:AdultProtection@moray.gov.uk)