

## Safeguarding Referral Record

NAME	
EMPLOYEE NUMBER	
DEPARTMENT	
DIVISION	

Details of any safeguarding allegations related to the individual:
Detail any concerns about the suitability of this individual in relation to safeguarding:
Details of any safeguarding referrals made about this individual during their employment to external organisations:

### Referral Considerations

Has the individual....	Yes/ No	If Yes refer to:
Committed a criminal offence.		Police
Behaved in a way that has harmed or may harm a child or adult while working in a regulated position		DBS
Behaved in a way that may make them unsuitable to carry out their professional role		Their professional regulator (e.g., Social Care Wales, Education Workforce Council, Health & Care Professionals Council)
Been subject to an allegation that they behaved in a way that has harmed or may harm a child.		Designated Safeguarding Officer (Children)
Been subject to an allegation that they have behaved in a way that has harmed or may harm a vulnerable adult.		Designated Safeguarding Officer (Adults)

Committed financial fraud, scamming, defrauding or committing cybercrime against someone they provide care to		Action Fraud
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**Referrals Made**

Date of referral	Who referral was made to	Reason for the referral

Manager's Signature	
Date Completed	