**CHILD AND ADULT PRACTICE REVIEWS**

**AGREEMENT AND ROLE PROFILE - INDEPENDENT REVIEWER**

# This agreement is between the Co-Chairs of the Cwm Taf Safeguarding Board and (Independent Reviewer), in relation to the Child/Adult Practice Review, reference

# TIMESCALES AGREED FOR THE COMPLETION OF THE REVIEW:

FROM: TO:

# ROLE OF THE INDEPENDENT REVIEWER

The Independent Reviewer(s) is/are appointed by the Review Panel. They will have responsibility for examining how the statutory duties of all relevant agencies were fulfilled and reporting on this to the Review Panel and the Board.

The Independent Reviewer(s) must be independent of the case management and will work jointly with the Review Panel to carry out the Review.

Extended Reviews must always be completed by two reviewers. One should have knowledge of the local context and the other will contribute external professional challenge and relevant experience.

# RESPONSIBILITIES OF THE INDEPENDENT REVIEWER

An Independent Reviewer is required to:

* Be aware of the Review Panel Terms of Reference
* Examine the individual agency timelines and analyses and have access to relevant documentary evidence identified from the agencies involved
* As needed, interview the agency representative who prepared the timeline to clarify information as well as draw on available guidance and reports
* Work with the Review Panel to review the merged timeline, genogram and brief agency analyses to develop questions and ideas about what happened in the case.
* Work with the Review Panel to agree on the engagement of the child, adult or family members
* Meet the child, adult and family members shortly before the learning event, if appropriate and if the family so wishes, carrying their messages into the event
* Work with the Review Panel to plan the learning event, bringing together key relevant staff from different agencies who would be currently involved in the handling and management of the multi-agency response to such concerns and in subsequent decisions and action that would have to be taken.
* Carry out a planned and facilitated practitioner-focused learning event to examine current case practice within a limited timeline and using a systems approach
* Ensure that the learning event is child or adult focused throughout
* At the conclusion of the learning event, identify single and inter-agency issues and practice learning points in conjunction with the practitioners attending the event
* Following the learning event, collate and synthesise the learning to date for discussion with the Review Panel in the form of a draft report
* If required, feedback to the child, adult and family members on the conclusion of the review and sharing the findings of the report
* Take responsibility for confirming that the learning process was undertaken appropriately
* Work with the Review Panel to prepare an outline action plan to accompany the draft report for presentation and discussion by the Board
* Present the draft report and an outline action plan to the Board, taking them through the detail of the timeline as well as practice and organisational issues arising from the review
* Work with the Review Panel to complete the final report and action plan reflecting discussion by the Board
* If requested by the Review Panel, undertake an event with staff groups either to disseminate what has been learned or to follow-up on the impact on practice of changes being made as a result of learning from the review
* Escalate any concerns to the Review Panel Chair. If unresolved, initiate the Protocol for Resolving Inter Agency Safeguarding Concerns.

Knowledge, skills and abilities required:

* Will have completed the relevant APR/CPR training or has relevant experience in completing reviews/previously worked on a review alongside someone who has done the training

* Child/adult protection systems, issues, responsibilities and practice
* An understanding of multi-disciplinary working
* An ability to enquire and communicate about practice with professionals and with children, adults and family members
* Facilitating and managing group processes effectively

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Designation/Agency \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_