



Do's & Don'ts - reporting a vulnerable adult safeguarding concern to Nottinghamshire's Multi Agency Safeguarding Hub

DO:

- Consult/read the multi-agency procedures for referring and the thresholds and pathways document to decide if a referral is required (available on the [MASH webpage](#))
- Undertake the duties described in the [multi-agency procedures](#) before contacting the Mash
- Consult your Safeguarding Lead to take advice if you are unsure
- Provide as much detail as possible for the vulnerable adult/alleged victim and the alleged perpetrator. If alleged perpetrators are staff members then full names, home address and date of birth is required
- Obtain consent from the vulnerable adult where possible, unless doing so would place the vulnerable adult at risk or if there is an overriding public interest
- Ring 999 for the emergency services before contacting the MASH if there is an emergency. Consider contacting the police via 101 if there is the suggestion that a criminal offence has been committed
- Consult with other professionals involved, who may be able to confirm or allay your concerns
- Complete a body map where possible if there is an injury, available in the [multi-agency procedures](#)
- Remember that there is a secure on line form available [here](#) to make a referral if your enquiry is not urgent
- Make a referral for [adult social care](#) via the [Customer Service Centre](#) not the MASH

DON'T:

- Contact the MASH about care concerns or any issue that isn't related to making a safeguarding referral
- Contact the MASH if a referral has already been made and you've been informed it has been passed to a team. You should contact this team rather than MASH