Worcestershire Safeguarding Adults Board

County Hall

Spetchley Road

Worcester

WR5 2NP

Addressee Address

Date

Dear Addressee,

**RE: Consideration of a Safeguarding Adults Review**

Worcestershire Safeguarding Adults Board is currently considering the circumstances of a recent death of an adult who has previously used your organisation's services.

This information will be collated and used by the Case Review Sub Group in order to form a decision as to whether a full multi-agency review, Safeguarding Adults Review (SAR), should be commissioned by the Worcestershire Safeguarding Adults Board.

Depending on the level of interaction your organisation had with the individual, your agency may be required to complete an Internal Management Review and possibly may be asked to nominate a representative to sit on the Safeguarding Adults Review Panel.

With this in mind, we would ask that you complete the attached form and return securely by (two weeks from date of letter) to enable the Sub Group to ascertain if a SAR will be required.

Yours sincerely

Chair of the Case Review Subgroup

Sarah Cox