

What is a Person in a Position of Trust (PiPoT)?

- PiPoT—a person, whether an employee, volunteer or student, paid or unpaid who works with or cares for adults with care and support needs.
- Anyone can be in a 'position of trust'.

Why is PiPoT Important?

People in PiPoT roles have significant influence and access, making them capable of supporting and exploiting vulnerable individuals. It is essential to monitor and regulate these roles to ensure that those in positions of trust do not abuse their power.

Concerns might include:

- Inappropriate relationships
- Financial exploitation
- Physical or emotional abuse
- Neglect

When is it appropriate to refer a PiPoT?

When a person who works (employee/volunteer/student) (paid/unpaid) with adults with care and support needs and;

- Concerns or allegations indicate the PiPoT poses a risk of harm to adults with care and support needs.
- Behaved (or may have) in a way that indicates they may not be suitable to work with children.
- Possibly committed a criminal offence against, or related to, an adult or child.
- Behaved towards an adult or child in a way that indicates they may pose a risk of harm to adults with care and support needs.

PiPoT Referral

- Applies whether the allegation relates to a current or a historical concern.

Where historical concern;

- is the person currently working with adults with care and support needs or children?
- If so, consider whether information should be shared with their current employer
- PiPoT process does not cover complaints or concerns about the quality of care or professional practice provided by the PiPoT. These are dealt with under the organisational or individual complaint, competence, or representations processes.
- Contact made with organisations PiPoT lead or Safeguarding Lead.
- PiPoT/Safeguarding Lead - assesses information and makes initial enquiries.

- If concerns remain -discuss with Safeguarding Adults Team. Consider if a PiPoT referral is required using PiPoT referral form and e mail to adultsafeguarding@hullcc.gov.uk
- Safeguarding Adults Team assess if the PiPoT criteria is met.
- Criteria not met - feedback to the referrer and advise what action is required
- Criteria met - Safeguarding Adults Team decide which agency will lead on PIPOT enquiry (Health, Police, another relevant agency, Safeguarding Adult Team).
- Safeguarding Adults Team Manager discusses actions and next steps with the lead agency.
- Lead agency undertakes an enquiry and provides updates to the Safeguarding Adult Team.
- Lead agency may convene a PiPoT meeting to determine what action is required to manage the risk(s) posed by a PiPoT.
- If an allegation is made regarding an employee who works with both adults and children the Local Authority Designated Officer (LADO) must be informed.

In most cases, the referred person should be;

- advised a referral has been received and their engagement sought.
- given the opportunity to reply/respond to the allegations.
- informed the concerns against them will be shared with their employer/student body/voluntary organisation (unless it puts a child or other person in danger (including the PiPoT)).
- advised what, how and with whom information about them will be shared.
- given the opportunity to tell their employer/student body/voluntary organisation themselves (unless the immediacy and nature of the risk prevent this).
- Updated during the process.

Managing a PiPoT referral:

- Organisations must have clear internal policies and procedures for managing PiPoT.
- When a decision has been made to share information with the PiPoT's employer/student body/voluntary organisation, the lead agency will;
- contact the employer/student body/voluntary organisation and share relevant information.
- request details of any action taken and seek assurance that a risk assessment has been completed.
- ensure the timely recording of the rationale for all decisions.
- make it clear whether the information relates to a criminal or civil enquiry.
- Details recorded by Safeguarding Adults Team within a secure space.
- The PiPoT process ends when either;
 - ◇ the decision is made not to disclose on the basis that the criteria is not met, or
 - ◇ a disclosure to an employer is made and their response is received. Intervention should be reviewed and case closed