



Gofal Cymdeithasol **Cymru**
Social Care **Wales**



All Wales induction framework for health and social care

Resources, legislation, policy links and
relevant reviews to subject area

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Contact details

Social Care Wales

South Gate House
Wood Street
Cardiff
CF10 1EW

Tel: 0300 3033 444

Fax: 029 2038 4764

Minicom: 029 2078 0680

Email: info@socialcare.wales

socialcare.wales



@SocialCareWales

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Further copies and other formats:

This document is available in Easy Read, large text or other formats, if required.

Copies also available in Welsh.

Resources, legislation, policy links and relevant reviews to subject area

These are a list of resources legislation, policy links and relevant reviews to help support induction.

Generic

- Professional boundaries: a resource for managers, <https://socialcare.wales/resources/professional-boundaries-a-resource-for-managers>
- Learning Hub for Social Services and Well-Being (Wales) Act 2014, <https://socialcare.wales/hub/home>
- The Well-being of Future Generations (Wales) Act 2015
- The Code of Professional Practice for Social Care and associated resources, <https://socialcare.wales/collections/code-of-professional-practice-for-social-care---resources>
- Code of Conduct for Healthcare Support Workers in Wales, NHS Wales, <http://www.wales.nhs.uk/nhscodeofconductandcodeofpractice>
- Code of Professional Practice for Social Care and Caring with Pride workbook <https://mandysgu.gofalcymdeithasol.cymru/course/view.php?id=11>
- Positive Approaches: Reducing Restrictive Practices in Social Care, <https://socialcare.wales/learning-and-development/positive-approaches-reducing-restrictive-practice-in-social-care>
- More Than Just Words and the Follow-on Strategic Framework for Welsh Language Services in Health and Social Care <http://gov.wales/topics/health/publications/health/guidance/words/?lang=en>
- More Than Just Words: Delivering the 'Active offer' information pack for social services and social care <http://gov.wales/topics/health/publications/health/guidance/words/?lang=en>
- Continuing professional development toolkit for social care, early years and childcare managers and workers | Social Care Wales, <https://socialcare.wales/learning-and-development/continuing-professional-development-cpd>
- Openness and honesty when things go wrong: the professional duty of candour - Explanatory guidance for social care professionals registered with Social Care Wales, <https://socialcare.wales/resources/openness-and-honesty-when-things-go-wrong-the-professional-duty-of-candour-explanatory-guidance>
- All Wales Basic Safeguarding Training Pack <https://socialcare.wales/learning-and-development/safeguarding>
- Social Care Legislation in Wales Information and Learning Hub | Safeguarding <https://socialcare.wales/hub/sswbact-codes>

- Mental Health Acts 1983 and 2007 <http://www.communitycare.co.uk/2008/11/11/mental-health-acts-1983-and-2007/>
- What is the Mental Capacity Act? NHS, <http://www.nhs.uk/Conditions/social-care-and-support-guide/Pages/mental-capacity.aspx>
- Deprivation of Liberty Safeguards (DoLS) at a glance, SCIE, <https://www.scie.org.uk/mca/dols/at-a-glance>

Health and Safety Executive | Health and social care Reference guides on the following topics:

- Health and safety in care homes (HSG220)
- Health and Safety (Sharp Instruments in Healthcare) Regulations 2013 - Guidance for employers and employees (HSIS7)
- Managing the risks from hot water and surfaces in health and social care (HSIS6)
- Falls from windows or balconies in health and social care (HSIS5)
- How the Lifting Operations and Lifting Equipment Regulations apply to health and social care (HSIS4)
- Getting to grips with hoisting people (HSIS3)
- Reporting injuries, diseases and dangerous occurrences in health and social care: Guidance for employers (HSIS1)
- Risk assessment
- Slips, trips and falls
- Workplace violence
- Working alone: health and safety guidance on the risks of lone working
- HSE Working alone: health and safety guidance on the risks <http://www.hse.gov.uk/pubns/indg73.pdf>
- Adults - In Safe Hands 2000: Implementing Adult Protection Procedures in Wales
- Adults - Deprivation of Liberty Standards
- Adults - Wales Interim Policy and Procedures for the Protection of Vulnerable Adults from Abuse 2010
- Children - United Nations Convention on the Rights of the Child 1989
- Children - Children Act 1989 and 2004
- Children - All-Wales Child Protection Policy and Procedures 2008
- Children - Working Together under the Children Act 2004
- Generic - Data Protection Act 1998
- Generic - Human Rights Act 1998

- Generic - Mental Health Act revision 2007
- Generic - Mental Capacity Act 2005
- Generic - Equality Act 2010
- Generic - Safeguarding of Vulnerable Groups Act 2006
- Generic - Social Services and Well-being (Wales) Act 2014
- Generic - Violence against Women, Domestic Abuse and Sexual Violence (Wales) 2015 Act
- National policies and guidance on infection prevention and control, NHS Wales <http://www.wales.nhs.uk/sitesplus/888/page/75726>

Legislation and policy links and relevant reviews to subject area

- Social Services and Well-Being (Wales) Act 2014
- Equality Act 2010;
- Human Rights Act 1998 and associated Conventions and Protocols such as, UN Convention on the Rights of Persons with Disabilities and UN Principles for Older Persons 1991, Declaration of rights of older people in Wales (2014);
- Mental Health Act (1989), Code of Practice for Wales (2008) and the Mental Health (Wales) Measure (2010)
- Mental Capacity Act 2005 and associated Code of Practice;
- Deprivation of Liberty Safeguards;
- Welsh Language Act 1993: Welsh language measure (2011) and Mwy na Geriau Welsh Government Strategic Framework for the Welsh Language in Health and Social Care (2013)
- Control of Substances Hazardous to Health (COSHH) Regulations 2002
- HSE guidance on safe use of bed rails and information sheet on falls from windows
- National Institute for health and Care Excellence (NICE) guideline 'Oral health for adults in care homes' 2016
- National Institute for health and Care Excellence (NICE) (2013). Falls: Assessment and prevention of falls in older people
- Data Protection Act 1998
- The Wales Accord on the Sharing of Personal Information (WASPI)
- Social Services and Well-being (Wales) Act 2014. This is an Act of the National Assembly for Wales which reforms social services law. It was enacted in May 2014. Its overall aim is to make provision to improve well-being outcomes for people who need care and support, as well as carers.
- The Adult Protection and Support Orders (Authorised Officer) (Wales) Regulations 2015. These regulations provide specific guidance on APSOs and outline how officers authorised to apply for Adult Protection and Support Orders will operate. They come into force in Wales in April 2016.

- The Safeguarding Boards (General) (Wales) Regulations 2015. These regulations outline the requirements for Safeguarding Adults Boards in Wales, including information about Safeguarding Board Areas, lead partners, annual plans and annual reports. They come into force in Wales in April 2016.
- The National Independent Safeguarding Board (Wales) Regulations 2015. These regulations outline the requirements for the National Independent Safeguarding Board including the constitution, meeting proceedings, supplementary groups to be set up by the Board, and requirements around consultation. They came into force in Wales on the 1 October 2015.
- The Safeguarding Boards (Functions and Procedures) (Wales) Regulations 2015. These regulations outline the functions of Safeguarding Boards, Practice Reviews, procedures of Safeguarding Boards, and opportunities to participate in their work.
- Working Together to Safeguard People volume 1 - Introduction and Overview. Statutory guidance in relation to Part 7 (Safeguarding) of the Social Services and Well-being (Wales) Act 2014, including adult protection and support orders; the duties to report and enquire; safeguarding boards; and the National Independent Safeguarding Board.
- Working Together to Safeguard People volume 2 - Child Practice Reviews. This guidance sets out arrangements for multi-agency child practice reviews in circumstances of a significant incident where abuse or neglect of a child is known or suspected. Chapters 1-7 of this guidance are issued under section 139 of the Social Services and Well-being (Wales) Act 2014.
- Working Together to Safeguard People volume 3 – Adult Practice Reviews. This guidance sets out arrangements for multi-agency adult practice reviews in circumstances of a significant incident where abuse or neglect of an adult at risk is known or suspected. Chapters 1 - 7 of this guidance are issued under section 139 of The Social Services and Well-being (Wales) Act 2014.
- Working Together to Safeguard People volume 4 – Adult Protection and Support Orders. This guidance provides a single point of reference on Adult Protection and Support Orders (APSOs) for local authorities. It provides comprehensive information regarding the seeking, making and enforcement of an APSO. It is issued under section 131 of the Social Services and Well-being (Wales) Act 2014.
- Working Together to Safeguard People volume 5 – Handling Individual cases, Child version, Adult version. This replaces previous guidance (In Safe Hands, All Wales Child Protection Procedures 2008, Wales Interim guidance on the prevention of abuse towards vulnerable adults 2010/13).
- Violence Against Women, Domestic Abuse and Sexual Violence (Wales) Act 2015. This Act aims to improve arrangements for the prevention of gender-based violence, domestic abuse, and sexual violence, arrangements for the protection of victims of gender-based violence, domestic abuse and sexual violence, and support for people affected by these issues.
- Well-being of Future Generations (Wales) Act 2015. This Act is about improving the social, economic, environmental and cultural well-being of Wales.

- Regulation and Inspection of Social Care (Wales) Act 2016. This Act establishes a regulatory regime which is consistent with the changes being delivered by the Social Services and Well-being (Wales) Act 2014.
- Home Office (2015) Mandatory Reporting of Female Genital Mutilation – procedural information. This document gives regulated health and social care professionals, and teachers, an understanding of the new female genital mutilation (FGM) mandatory reporting duty for under 18s, as introduced by the Serious Crime Act 2015.
- All Wales Child Protection Procedures Review Group (2011) All Wales practice guidance for safeguarding and promoting the welfare of unaccompanied asylum seeking children and young people. The aim of this guidance is to safeguard and promote the welfare of unaccompanied asylum seeking / refugee children and young people in Wales who should be regarded as children first and migrant second and therefore entitled to assessment, support and protection in the same way as any other child.
- All Wales Child Protection Procedures Review Group (2011) All Wales practice guidance for safeguarding children who may have been trafficked. This guidance is intended to provide practice guidance to professionals and volunteers from all agencies to help them effectively safeguard children who are abused and neglected by adults who traffic them into and within the UK for purposes of exploitation. The guidance recognises that the development of a multi-agency approach, which is able to establish long-term responses to addressing trafficking, is likely to be more effective than individual initiatives.
- All Wales Child Protection Procedures Review Group (2011) All Wales practice guidance for safeguarding children and young people affected by domestic abuse. This practice guidance provides information to all professionals to support safe practice and ensure an integrated response to the safeguarding of children affected by domestic abuse.
- Care and Social Services Inspectorate Wales (2009) Safeguarding and protecting children in Wales: the review of the local authority services and local safeguarding children's boards. This report collates local authority and local safeguarding children boards' assessments of how effective their arrangements to safeguarding and protect children were in 2009. It summarises the main messages and findings from CSSIW's programme to verify the self-assessments.
- Care and Social Services Inspectorate Wales (2010) National Inspection of Adult Protection: All Wales overview. This report sets out the findings of the national inspection of adult protection undertaken by the Care and Social Services Inspectorate Wales (CSSIW) between July and December 2009. This includes evidence of local authority social services' performance and additional information about arrangements to support adult protection in care homes regulated by CSSIW.
- Care and Social Services Inspectorate Wales and Healthcare Inspectorate Wales (2010) Adult protection and safeguarding in Wales: key issues across health and social care in Wales. This paper provides an assessment of the quality of protection and safeguarding for adults across health and social services. Its purpose is to highlight the key and common messages that arise for health and social care from a number of reports.

- Care Council for Wales (2015) Code of Professional Practice for Social Care. The practical guidance within the new Code empowers the social care workforce to put the well-being of individuals at the centre of decisions about their own care and support.
- Care Council for Wales *All Wales Basic Safeguarding Awareness Training* – available at <https://socialcare.wales/learning-and-development/safeguarding> (accessed 28 September 2015). A suite of resources including training slides, trainer notes, activities, and lesson plans covering the basics of safeguarding adults and children.
- Children in Wales *Safeguarding* – available at <http://www.childreninwales.org.uk/our-work/safeguarding/> (accessed 28 September 2015). This is the home page for a range of safeguarding children resources. It includes links to news, press releases, policy, training, events and resources.
- Children in Wales *Keep Kids Safe* <http://www.childreninwales.org.uk/our-work/accident-prevention/keep-kids-safe-2017/> (accessed 20 February 2017). Aimed at reducing unintentional injuries in the under 5s, this toolkit provides organisations and practitioners with all of the resources needed to deliver child safety information and advice to parents.
- Davies, E (undated) *Different Words, Different Worlds: The concept of language choice and social work and social care*. Care Council for Wales – available at <https://socialcare.wales/resources/different-words-different-worlds> (accessed 15 October 15).
- Department for Constitutional Affairs (2007) *Mental Capacity Act 2005 Code of Practice*. London: The Stationery Office. The Code of Practice supports the mental Capacity Act (MCA) and provides guidance to all those who care for and / or make decisions on behalf of adults who lack capacity. The Code includes case studies and clearly explains in more detail the key features of the MCA.
- Department for Education (2015) *Working Together to Safeguard Children*. This statutory guidance on inter-agency working to safeguard and promote the welfare of children applies to local authorities and schools in England.
- Department of Health (2015) *Winterbourne View: transforming care 2 years on*. This report is a collective account from partners across the health and care system, which describes the work that has taken place to implement the actions identified in the original Winterbourne View report.
- Flynn M (2015) *In Search of Accountability: A review of the neglect of older people living in care homes investigated as Operation Jasmine and the Executive Summary*. Operation Jasmine was a major police investigation that started in November 2005. It concerned 63 deaths which were a cause for concern in care homes and nursing homes for older people in south east Wales. This full report outlines in detail an introduction, methodology, overview chronologies, analysis, conclusions, lessons and recommendations.
- Healthcare Inspectorate Wales (2010) *Safeguarding and Protecting Vulnerable Adults in Wales: A review of the arrangements in place across the Welsh National Health Service*. This report aimed to answer two questions: are those working in healthcare organisations aware of their responsibilities in relation to the protection of adults at risk, and do they know how to properly deal with suspected adult protection / safeguarding issues?; And are adults at risk when accessing healthcare services? A series of inspections and spot checks were carried out to answer these questions.

- Information and Learning Hub *Advocacy* – available at <https://socialcare.wales/hub/hub-resource-sub-categories/advocacy> (accessed at 16 February 2017). Resources designed to give you an overview of the key aspects of the Act in relation to advocacy and specifically Independent Professional Advocacy. They also aim to build awareness and understanding of advocacy among those who could have the potential to work with, or make referrals to, advocacy services.
- Information and Learning Hub *Information and Awareness* – available at <https://socialcare.wales/hub/hub-resource-sub-categories/information-and-awareness> (accessed at 16 February 2017). Resources designed to give you an overview of the Regulation and Inspection of Social Care (Wales) Act 2016 and what it means for the social care sector.
- NSPCC *Child Protection in Wales* – available at <http://www.nspcc.org.uk/preventing-abuse/child-protection-system/wales/legislation-policy-guidance/> (accessed 28 September 2015). This page contains up to date links to relevant legislation, policy and guidance, as well as research and resources child practice reviews.
- Older People’s Commissioner for Wales *Adult Protection* – available at http://www.olderpeoplewales.com/en/adult_protection.aspx (accessed 20 February 2017). A range of resources about the abuse faced by older people, including the All Wales Risk Identification Checklist (RIC) and Quick Start Guidance for Domestic Abuse, Stalking and ‘Honour’-Based Violence.
- Research in Practice for Adults (2015) Research and Policy Update July 2015: Deprivation of Liberty Safeguards. This edition of a monthly bulletin from RiPfa summarises and links to policy, legislation and research related to implementing the Deprivation of Liberty Safeguards.
- Research in Practice for Adults (2015) Research and Policy Update April 2015: Safeguarding and Domestic Abuse. This edition of a monthly bulletin from RiPfa summarises recent policy, legislation and research related to safeguarding adults who have care and support needs from domestic abuse.
- UK Government (2016) Modern Slavery Act 2015 review: one year on. The review looks at how well the criminal justice provisions in the Modern Slavery Act 2015 have been implemented and identifies gaps in the legislation, recommending ways to address issues identified.
- UK Government (2016) Revised Prevent Duty Guidance: for England and Wales. Guidance for specified authorities in England and Wales on the duty in the Counter-Terrorism and Security Act 2015 to have due regard to the need to prevent people from being drawn into terrorism.
- Wales Council for Voluntary Action Third Sector Safeguarding <http://www.wcva-safeguarding.org.uk/> (accessed 20 February 2017). This is a resource for the third sector organisations in Wales working with children, young people and adults at risk.
- Welsh Government *Safeguarding* – available at <http://gov.wales/topics/health/socialcare/safeguarding/> (accessed 28 September 2015). This webpage provides an introduction to safeguarding in Wales and links to further resources relevant to both children’s and adults safeguarding, including the National Action Plan to tackle Child Sexual Exploitation (Wales).

- Welsh Government *Anti-slavery* – available at <http://gov.wales/topics/people-and-communities/communities/safety/anti-slavery/?lang=en> (accessed 20 February 2017). Awareness raising materials about modern slavery.
- Welsh Government *Live Fear Free* <http://livefearfree.gov.wales/?lang=en> (accessed 20 February 2017). Advice, guidance and resources on violence against women, domestic abuse or sexual violence.
- Welsh Government (2010) *Information and Guidance on Domestic Abuse: Safeguarding Children and Young People in Wales*. This document aims to provide information to those working with children in education and youth settings in Wales to help protect them from the issues relating to domestic abuse and try to reduce future incidents via preventative work.
- Welsh Government (2010) *Safeguarding Children and Young People from Sexual Exploitation: Supplementary guidance to Safeguarding Children: Working Together Under The Children Act 2004*. This guidance is designed to assist practitioners in preventing child sexual exploitation (CSE), protecting children and young people who are at risk of abuse or are abused through sexual exploitation, and disrupting and prosecuting those who perpetrate this form of abuse.
- Welsh Government (2013) *Protecting Children in Wales: Guidance for Arrangements for Multi-Agency Child Practice Reviews*. The Child Practice Review (CPR) framework was developed to aid learning from child protection cases. This guidance sets out arrangements for CPRs, and replaced Chapter 10: Serious Case Reviews in *Safeguarding Children: Working Together under the Children Act 2004*.