**Adult Safeguarding Log**

The purpose of this document is to record when there is a suspicion that an adult may have been abused or at risk of abuse. The response to a concern is known as an ‘alert’.

* Concerns need to be logged on the same day as the disclosure or suspicion was raised
* Details of the incident should be logged using the patient’s own words and factual information

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| --- | --- |
| Name of person at risk  Date of Birth |  |
| Address  Telephone |  |
| Name of Person reporting a concern (if 3rd party)  Relationship to person at risk  Telephone |  |
| Details of concern |  |
| Action taken |  |
| Form completed by |  |
| Date and Time |  |