



SAR Quality Markers and Guidance for Review Panel Chairs

Safeguarding Adults Reviews (SARs) can be carried out using a variety of methodologies and some of these require a Chair to facilitate multi-agency meetings as part of the process.

As Chair of a SAR, you have responsibility for the effective functioning and timely progress of the approach that is to be taken to complete the review in line with the SAR Policy and Quality Markers. A key part of this is ensuring that the SAR identifies learning that can be acted upon to bring about improvements to safeguarding adults practice.

Supported by the SAB Office, your role is to facilitate the panel to carry out their role as identified in the LLR SAR Policy:

- Attend and contribute to panel meetings (or learning events / audits etc depending on methodology used)
- Contribute agency information and/or specialist knowledge to the review
- Support the development of a positive learning environment across the partnership and support the SAR author to extract learning from the review
- Analyse information provided and support the SAR author to develop review recommendations
- Have an awareness of the legislation and statutory guidance in relation to SARs and ensure that appropriate systems learning is developed whilst adhering to review timelines
- Quality assure drafts of Overview Report, Executive Summary and Action Plan, ensuring that the review is of a sufficiently high standard and that multi-agency actions are SMART and have allocated action owners
- Escalate to Review Subgroup / Case Review Group where actions do not have a clear owner
- Arrange for sign off (at senior officer level) final draft reports prior to them being sent to Review Subgroup / Case Review Group and the Board

The Role of the Panel Chair

The Chair should:

- Support setting of a timely achievable plan for completion of the review
- Oversee the panel and reviewer to:
 - Ensure the review is completed in line with the Quality statements for Running the Review and Outputs from the review from the SAR Quality Markers (see below).
 - Encourage participation and a constructive learning approach from participants in the process.
 - Work towards a report that can be published so that learning can be shared widely.
- Manage and be accountable for the progress of the SAR to the SABs Case Review Group Review Group.

In order to do this the Chair must be familiar with:

- The Terms of Reference of the Review,
- The Plan for completion of the review
- The LLR SAR Policy and procedure
- The SAR Quality Markers relating to running a review and involving family.

The following are the Quality Statements that you as Chair have a role in working towards:

Chairing the Review – Relevant Quality Markers

Quality Marker 6: Governance

Quality statement – the SAR achieves the requirement for independence AND ownership of the findings by the SAB and member’s agencies

Quality Marker 7: Management of the process

Quality statement – The SAR is effectively managed. It runs smoothly, is concluded in a timely manner and within available resources

Quality Marker 8: Parallel processes

Quality statement – When there are parallel processes, the SAR is managed to avoid as much as possible duplication of effort, prejudice to criminal trials, unnecessary delay and confusion to all parties, including; staff, the person, and relevant family members

Quality Marker 9: Assembling Information

Quality statement –The SAR gains sufficient information to underpin analysis of the case in the context of normal working practices and relevant organisational factors

Quality Marker 10: Practitioners involvement

Quality statement –the SAR enables practitioners and managers to have a constructive experience of taking part in the review

Quality Marker 11: Involvement of the person and relevant family members and network

Quality statement –The SAR is informed by the person and relevant family and network members’ knowledge and experiences relevant to the period under review

Quality Marker 12: Analysis

Quality statement – The SAR analysis is transparent and rigorous. It evaluates and explains professional practice in the case, shedding light on routine challenges and constraints to practitioner efforts to safeguard adults.

Quality Marker 13: The Report

Quality statement – the report identifies clearly and succinctly the analysis and findings of the SAR, while keeping details of the person to a minimum. Findings reflect the casual factors and systems learning the analysis has evidenced.

Questions to ask yourself and the panel to assist in achieving these quality statements can be found in the guidance for Panel members here [\[link\]](#)