



**VULNERABLE ADULT
SAFEGUARDING STATEMENT**
Sophia Counselling Centre CLG

2024

Vulnerable Adult Safeguarding Statement

1. NAME OF SERVICE AND ACTIVITIES PROVIDED

Sophia Counselling Centre:

Sophia Counselling Centre provides affordable counselling for people of all ages.

MANAGEMENT STRUCTURE

Sophia Counselling Centre is governed by a Board of Directors, in which 8 therapists work. There is a Manager overseeing the day to day running of the centre and liaising between the therapists and Board.



Therapists are mandated people within the definition of Children First 2015. However, all staff have a duty of care to safeguard children *and* vulnerable adults from harm.

2. DEFINITION OF A VULNERABLE ADULT

The statutory definition of a vulnerable person, is as follows: “a person, other than a child, who-

- (a) Is suffering from a disorder of the mind, whether as a result of mental illness or dementia,
- (b) Has an intellectual disability,
- (c) Is suffering from a physical impairment, whether as a result of injury, illness or age,
- (d) Has a physical disability, Which is of such a nature or degree- (i) As to restrict the capacity of the person to guard himself or herself against harm by another person, or (ii) That results in the person requiring assistance with the activities of daily living including dressing, eating, walking, washing and bathing”.

3. COMMITMENT TO SAFEGUARD VULNERABLE ADULTS FROM HARM

A Vulnerable Adult Safeguarding Statement, is a written statement specifying the service being provided and the principles and procedures to be observed to ensure as far as practicable, that a vulnerable adult while availing of the service, is safe from harm.'

Sophia Counselling Centre believes, upholds, supports and promotes the principle that the best interest of every client is paramount and is committed to safeguarding and protecting vulnerable persons from harm. Sophia Counselling Centre is committed to upholding the rights of client, including the rights to be kept safe, protected from harm, listened to and heard.

Sophia Counselling Centre's policy and procedures to safeguard vulnerable adults reflect existing national policy and legislation.

The following procedures support our intention to safeguard children while they are availing of our services:

- Procedure for the management of allegations of abuse or misconduct against employees/therapist of a vulnerable adult availing of our service
- Procedure for the safe recruitment and selection and relevant induction of employees and therapists
- Procedure for provision of and access to available vulnerable adult safeguarding training and information
- Procedure for the reporting of concerns to Senior Social Worker/Gardaí as appropriate
- Sophia Counselling Centre therapists are committed to promoting a client-centred practice and envelop this in all training facilitated by the company
- Our policy declaration applies to therapists, volunteers, board members, employees and students on work placement within our organisation. All board members, staff, volunteers and students must sign up to and abide by the policies, procedures and guidance encompassed by this policy declaration and our vulnerable adult safeguarding policy and accompanying procedures
- Sophia Counselling Centre upholds the principle of agencies working together in the interests of all clients and endeavour to be proactive in inter-agency workings

- Sophia Counselling Centre will review its vulnerable adult safeguarding statement and accompanying safeguarding policies and procedures every year, or sooner if necessary, due to service issues or changes in legislation or national policy
- Sophia Counselling Centre has appointed both a Designated Liaison Person (DLP) and Deputy DLP for dealing with Vulnerable Adult Protection Concerns, as listed below

DLP: Martina Kennedy
martina121kennedy@gmail.com
Tel 087 6269810
Deputy DLP: Emma Nelson
admin@sophiacounselling.ie
Tel 0892648482
Sophia Counselling Centre,
Kltegan, Wicklow

4. RISK ASSESSMENT

Sophia Counselling Centre has carried out an assessment of any potential for harm to a vulnerable adult while engaging with Sophia Counselling Centre or participating in activities at Sophia Counselling Centre. A written assessment setting out the areas of risk identified is detailed as an appendix to this document, and service procedures for managing those risks are included.

5. CHILD SAFEGUARDING POLICIES AND PROCEDURES

The following safeguarding policies/procedures/measures are in place.

- A Designated Liaison Person and Deputy have been appointed
- Vulnerable Adult Protection and Welfare Reporting Procedures

- Confidentiality Policy
- Policy for Dealing with Allegations of Abuse or Neglect Against Employees/Therapists
- Procedure for Managing Vulnerable Adult Protection Records
- Recruitment Policy
- Garda Vetting Policy
- Code of Conduct
- Induction Policy (which includes procedures to inform new therapists about the Vulnerable Adult Safeguarding Statement and safeguarding policies and procedures)
- Therapists have access to regular Supervision and Support in line with the service policy.
- Complaints Policy
- Policy for Managing Accidents and Incidents
- Social Media Management Policy

6. IMPLEMENTATION AND REVIEW

- Sophia Counselling Centre recognises that implementation is an ongoing process. Sophia Counselling Centre is committed to the implementation of this Vulnerable Adult Safeguarding Statement and the accompanying policies and procedures that support our intention to keep these clients safe from harm while engaging in our services.
- This Statement will be reviewed every year or as soon as practicable after there has been a material change in any matter to which the statement refers.
- This statement will be published on the Sophia Counselling Centre website and will be displayed in the Sophia Counselling Centre. It has been provided to all existing therapists, manager and any other persons involved with the service and will form part of the induction process for any new employees, volunteers, Board members and persons involved with its services. It is readily accessible to stakeholders on request. A copy of this Statement has been made available to Tusla.
- It is an offence under the Withholding Information on Offences Act (2012) to fail to report to An Garda Síochána information regarding certain offences

Appointment of a Relevant Person as Designated Liaison Person

This is defined as a person who is appointed by a provider of the service to be the first point of contact in respect of the provider's Vulnerable Adult Safeguarding Statement.

The relevant person acting as Designated Liaison Person within Sophia Counselling Centre is Martina Kennedy, Counsellor

Telephone: 087 6269810 **Email:** martina121kennedy@gmail.com

The Deputy Designated Liaison Person is Dr Emma Nelson, Manager

Telephone: 089 2648482 **Email:** admin@sophiacounselling.ie

This document is valid from: 20th February 2024

The owner of this document is the Board of Management of Sophia Counselling Centre, who must review, approve and, if necessary, update the document at least once a year.

This policy was reviewed and adopted

by Sophia Counselling Centre: on

Date 20th February 2024

Signed by: _____

Position: Chairperson of Board of Management

Date: _____

APPENDIX 1: RISK ASSESSMENT

Sophia Counselling Centre has carried out an assessment of any potential for harm to a child while availing of our services. Below is a list of the areas of risk identified and the list of procedures for managing these risks.

Person(s) carrying out Risk Assessment: All 6 Board Members (Mr Brian Friel, Fr Patrick Murphy, Dr Pat Carolan, Mr Peter Ledden, Ms Maria McCormack BL, Dr Kathleen Clerkin) and Manager Dr Emma Nelson

Persons responsible for ensuring actions are carried out: as above

Date: 28th May 2023

Date of next Risk Assessment: May 2024

	Risk identified	Procedure in place to manage risk identified
1	<p>Risk of harm to a vulnerable adult from a member of staff</p> <p>Impact of risk: high</p> <p>Risk likelihood measurement: low</p>	<ul style="list-style-type: none">● Recruitment and selection procedure● Reporting procedure● Code of behaviour for staff working with vulnerable adults.● Allegations against staff policy and procedure● Policies, protocols, procedures and guidelines regarding safe practice and service delivery

2	<p>Risk of harm to a vulnerable adult from a service user, visitor or member of the public</p> <p>Impact of risk: high</p> <p>Risk likelihood measurement: low</p>	<ul style="list-style-type: none"> ● Supervision/ accompaniment/ admission/ public access policy ● Policies, protocols, procedures and guidelines regarding safe practice and service delivery
3.	<p>Risk of harm or concern not being recognised or reported by staff</p> <p>Impact of risk: high</p> <p>Risk likelihood measurement: low</p>	<ul style="list-style-type: none"> ● Staff information and supervision procedure ● Reporting procedure