

# Risk of Admission Register

## Consent Form Guidance

**The Risk of Admission Register is only for people who have been diagnosed with a learning disability, or Autism, or both.**

This leaflet explains what the Risk of Admission Register (ROAR) consent form is and why it is important.

The person may be at risk because of a mental health problem, or behaviour that challenges. The consent form is to ensure people have a say in decisions about them going into hospital.

### **What is the Risk of Admission Register?**

The register holds information about the person and the reasons why they are at risk of being admitted to hospital. The information helps services to work more closely together to manage a person's support effectively, help keep them in the community and prevent unnecessary hospital admission.

Before a person is placed on the register, it is a requirement that a Multi-Agency Meeting has already been held to agree and put in place any necessary support to allow the person to remain in the community. *If that extra support is not successful, then the person can be said to be at risk of hospital admission.*

### **What happens when someone is added to the register?**

Adding someone to the Risk of Admission Register triggers a community Care and Treatment Review, known as a CTR.

Where the person at risk is a child, Education services are involved too, and the meeting is called a Care Education and Treatment Review C(E)TR.

This is a face to face meeting, chaired by the CCG, where all services who work with that person are represented, as well as the person themselves and their family carers.

The C(E)TR looks at the reasons why the person is at risk of admission to hospital and has the power to agree further, extra support that it thinks will help the person stay in the community.

### **What is consent and why do we ask for it?**

It is important that people are able to have a say in their care and this includes being added to the Risk of Admission Register. A person's details only go on the register if they have given their consent.

In line with the Mental Capacity Act if the person is an adult and does not have the capacity to consent, a best interest decision to add them to the register can be taken by the people involved in their care. If the person is under the age of 16, a parent or guardian must give their consent on the person's behalf.

## Can the person change their mind?

If the person has given their consent,

- they can change their mind at any time
- they will receive a copy of the consent form
- they can find out what information is being held about them
- they will be asked, each time they are at risk, whether they still give consent for their information to be held on the register

## How your care co-ordinator can help

You can talk to your care co-ordinator if you aren't sure about anything, or if you want to change your mind about being on the register. You can add the care co-ordinator's details in the table below.

<b>The care co-ordinator is:</b>	
<b>Mobile phone number:</b>	
<b>Office telephone number:</b>	

## What information is needed?

The information will depend on the person and their care and support needs. Usually it will include information about:

- the care and treatment they are receiving
- their health, including mental health
- any health and care plans that have been developed for them
- where they live and who they live with
- things that can make them upset and what helps them feel well
- anything that people involved in providing their care and support should know, to keep them and the person safe

## What happens to the information?

The person's information will be kept in a safe place by the CCG (Clinical Commissioning Group) and it will be shared only with you and people who provide the person's care now or in the future.

Anonymous information from the register is safely shared with other parts of the NHS. This information does not include people's names or any other personal information which could identify anyone.

This information helps health and social care teams understand what difference the register is making to people's lives and provide the right kind of services.

## Next steps – giving consent

If the person at risk has understood everything in this leaflet, they can fill in the consent form. A care co-ordinator or someone involved in their care can help them fill it in.