

## Making Safeguarding Personal (MSP) - Supervisors Aide Memoire

Trigger questions to encourage the use of MSP approaches and to stimulate reflective discussions with staff.

Guidance for using the individual tools is available within the toolkit which can be found at: <https://www.coventry.gov.uk/MSP>.

Click on the [link](#) to open a copy of the tool.

	Area of Focus	Tools that may assist you
?	Does the person understand they have been harmed? Do they understand why others think they may have been harmed? Do they have family, friends or trusted others that they want to help them? Did they appear comfortable talking to you? What do you think <b>the opportunities and barriers were to effective communication and involvement?</b>	Identifying Outcomes Aide Memoire, <a href="#">My Safeguarding Experience Part 1</a> , Mental Capacity Assessment Tool, Reflective Practice and MSP
?	Have you genuinely consulted the person? Was there any evidence of coercion, fear, holding back? How does the person want to be made safe? What outcomes does this reflect? How can these be met? Are they realistic? Have you talked this through with the person?	Identifying Outcomes Aide Memoire, <a href="#">My Safeguarding Experience Part 1</a> , Mental Capacity Assessment Tool, Reflective Practice and MSP
?	What are the person's wishes, feelings, values and beliefs? Are you making sure that you are not imposing your beliefs and values on them about how they should be viewing the situation and/or how things should progress?	Reflective Practice and MSP Identifying Outcomes Aide Memoire, Best Interests Checklist
?	Does the person/representative understand your role and what you can/ cannot do?	<a href="#">The Doughnut</a>
?	Have you consistently kept the person central to the process? How? Can you do this better? Are others dominating discussions?	<a href="#">What's Working/Not Working Tool</a> , Reflective Practice and MSP, <a href="#">One Page Profile</a>
?	Have you provided the person with enough information about the relevant options? How have you done this? Did the person understand? Have you used jargon free language? Is there another person who can explain this better than you especially where it requires specialist knowledge e.g ISVA, IDVA	Information specific to the case eg. website, leaflets, one-to-one advice, Mental Capacity Assessment tool, Reflective Practice and MSP, Advocacy Guidance and Checklist
?	Have you considered the person's strengths, especially in situations where they have made themselves safe both generally in life, in similar situations, and importantly from the recent harm?	<a href="#">One Page Profile</a> , Identifying Outcomes Aide Memoire, <a href="#">What's Working/Not Working Tool</a> , Working with Risk Tools
?	Have you considered using an advocate? What kind of advocate would best fit this situation? Does the	Advocacy Guidance and Checklist

	person already have an advocate, would they benefit from using them or another advocate or both? Are you clear about the purpose of the advocate? Is the advocate clear? Is the person, family etc.... clear about the role/purpose of the advocate?	
?	Are there conflicting perspectives which means you are losing sight of the person? Are other people taking over or imposing what they think should happen? Can you separate what matters to the person and what matters to others? (ensuring you're respecting all perspectives but giving prominence to the person's perspective)	<a href="#">What's Working/Not Working Tool.</a> <a href="#">One Page Profile.</a> Reflective Practice and MSP
?	Have you gone through the involvement leaflet with the person (ie My Safeguarding Experience part 1)? Have they understood it? How do they want to be consulted/informed/involved about the progress of the enquiry? Have you explained the different ways they can be involved? What works for them?	<a href="#">My Safeguarding Experience Part 1</a>
?	What are the risks? Is the person aware of them? Do they understand the consequences? How do they feel the harm is impacting on them? How do they want to be protected? How have you involved them in the risk assessment and management plan? Did you feel comfortable asking these questions?	Working with Risk Tools, DASH, Positive Risk Taking, <a href="#">Happy/Safe Grid.</a> Mental Capacity Assessment tool, Reflective Practice and MSP
?	Does the person have the mental capacity to make the relevant safeguarding decision(s)? Have you maximized their ability to make the decision(s) independently? How have you done this? Have you referred to the Code of Practice for more information?	Mental Capacity Assessment tool
?	What do you see the difficulties around involving the person/ representative(s)? Have you used any of the tools to help unpick or clarify things? especially in situations where there are different perspectives.....	<a href="#">What's Working/Not Working Tool.</a> Reflective Practice and MSP
?	If another agency is undertaking the enquiry have you ensured that they are personalising the experience for the person? How are they doing this? How could they alter their approach and how can you work positively with them to encourage a personalised approach? Have they done it really well? Think about how you can learn from their approach.	Share the <a href="#">Toolkit</a> with them, Reflective Practice and MSP
?	Have you suggested/considered the least restrictive protective measure?	Mental Capacity Assessment tool, Best Interests Checklist, Reflective Practice and MSP
<b>IN AREAS OF COMPLEXITY REMEMBER YOU CAN CONSULT THE SAFEGUARDING ADULTS TEAM, MCA LEAD KAYE DRURY or LEGAL SERVICES FOR ADVICE</b>		