



JOINT INSPECTION  
OF **ADULT SUPPORT**  
AND **PROTECTION**

**FAQ – How long do partnerships have to complete their PIR (pre-inspection return) and return it to us?**

Partnerships have **four weeks** (from the date of notification) to complete their PIR.

**FAQ – What do we mean (for the PIR) by last two years?**

All episodes entered in PIR should relate to adult support and protection activity that occurred in the two years immediately prior to the notification date.

**FAQ – Why are part post codes included in PIR?**

The main purpose of this is so that we can make sure we sample from right across the partnership area.

**FAQ – What date should be given for the initial inquiry and for episodes that have proceeded to (at least) the investigation stage and beyond?**

For initial inquiry episodes the date given should be the date the initial inquiry started, not the date of the alleged adult protection related incident. For episodes that proceeded beyond the initial inquiry stage (to whatever stage) it is the date or approximate date of commencement of the adult protection key episode (the determining episode) that resulted in the adult protection investigation and all adult protection activity that followed the investigation. **Partnerships should consult the lead inspector if they need advice on this.**

**When partnerships make these social work, police and health records available to us they should ensure they submit the recordings of absolutely ALL adult support and protection activity that occurred over the two-year period as defined for the inspection. Again, partnerships should ask us for advice if they require any clarification about this important point.**

**FAQ – What do we (the scrutiny partners) want to see when we start to read the social work, health and police records for our sample of 50 adults at risk of harm?**

Partnerships may find the graphic in figure 1 helpful when considering the adults at risk of harms' records they will make available to us.

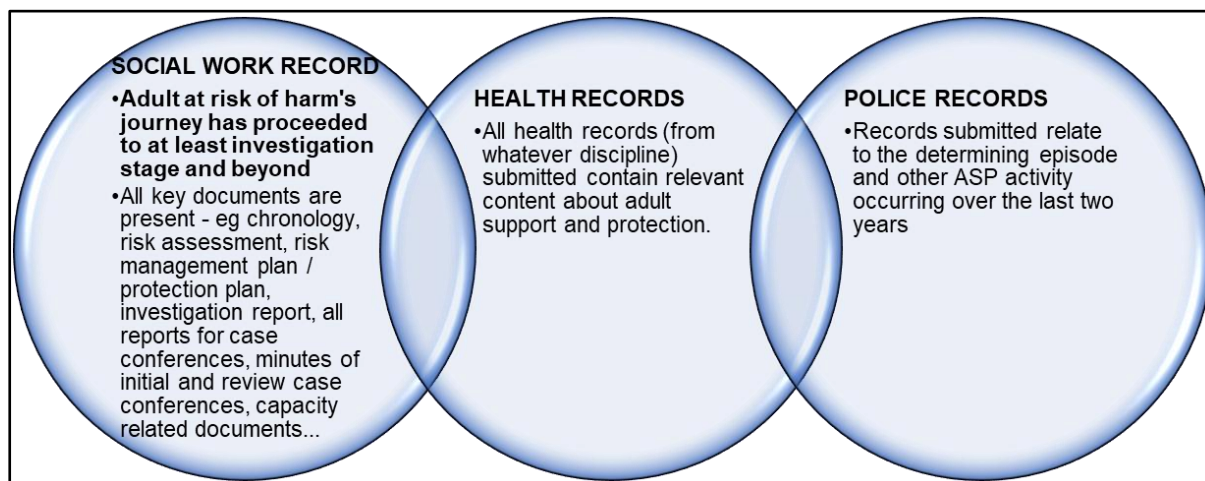


Figure 1

**FAQ – Where can partnerships get advice about completing their PIR?**

Partnerships should not hesitate to contact the lead inspector or the strategic support officer (SSO) about any queries they might have about completing their PIR. It is important partnerships do this as inevitably there are interpretation issues with any guidance supplied.

**FAQ – What if a particular partnership has some issues completing their PIR due to their specific data recording systems?**

Our template PIR is designed to be applicable to all partnerships across Scotland. It is important partnerships complete their PIR return correctly in line with our guidance and in line with the stated headings etc in the PIR return spreadsheet. If needed, partnerships should ask us for advice on this matter at the earliest possible juncture.