

Form for the referral of a victim of domestic abuse into the Cornwall MARAC (Multi-agency risk assessment conference) process

Important Information: Please read before completing this form:

This form, when completed will contain personal information (data) including special category (sensitive) data. You are required to comply with **General Data Protection Regulations** in the processing (including storage & retention) of this data. Please refer to your internal Data Protection Policy; local MARAC Operating & Information Sharing Protocols: The GDPR and The Data Protection Act 2018. Article 5 of the GDPR sets out seven key principles which lie at the heart of the general data protection regime. These principles should lie at the heart of your approach to processing personal data.

It is the responsibility of the referring agency to comply with GDPR and the seven key principles. Compliance with the spirit of these key principles is a fundamental building block for good data protection practice. It is also key to your compliance with the detailed provisions of the GDPR. Failure to comply with the principles may leave you open to substantial fines.

The **purpose** of a MARAC referral form is to provide only the **relevant** information required to enable the MARAC administrative team to process the personal data and information **necessary** to populate an accurate agenda to be sent to the relevant agencies listed within the Marac Operating Protocol (MOP), and to maintain accurate records as agreed within the MOP. A separate referral with additional information will need to be completed for referral to Idva.

This form will need to be adapted if the MARAC administrative team are required by employers/local protocols to do more than is recommended for their role by SafeLives. **Any adaptations and additional processing must be GDPR and DPA 2018 compliant.**

Referral forms once completed to be sent to:

CIOSDAU@devonandcornwall.pnn.police.uk

Referring agency		Referring agency is required to attend MARAC meeting to present case, if this is not possible please provide details of the agency representative who will attend & present case on your behalf (they must be fully informed of up to date information at the date of the meeting).
Referrer contact name(s)		
Work Telephone / email		

Date of referral				
Name of person referred		DOB		
Address				
contact numbers (mobile or landline)		Safe to call?		
GP surgery (if known)				
Diversity data (if known) delete as appropriate	Ethnicity	Religion	Sexuality	Gender
	African Any other Bangladeshi Caribbean Chinese Ethnicity Unknown Indian Not stated Other Asian Other Black Other Mixed Other White Pakistani White & Asian White & Black African White & Black Caribbean White British White Irish	Bahai Buddhist Christian Hindu Jain Jewish Muslim Pagan Sikh Zoroastrian Other None Declines to disclose Religion Unknown	Heterosexual Other Bi-sexual Gay/Lesbian Not Stated Person asked and does not know or is not sure	Cis Binary Trans Fluid Non-binary Not stated
Abusive Person(s) name (include any known alias)		Abusive Person(s) DOB		
Abusive Person(s) address		Relationship to referred person		
GP Surgery if known				
Diversity data (if known)	Ethnicity	Religion	Sexuality	Gender
Indicate as appropriate:	African Any other Bangladeshi Caribbean Chinese Ethnicity Unknown Indian Not stated	Bahai Buddhist Christian Hindu Jain Jewish Muslim Pagan	Heterosexual Other Bi-sexual Gay/Lesbian Not Stated Person asked and does not know or is not	Cis Binary Trans Fluid Non-binary Not stated

	Other Asian Other Black Other Mixed Other White Pakistani White & Asian White & Black African White & Black Caribbean White British White Irish	Sikh Zoroastrian Other None Declines to disclose Religion Unknown	sure	
--	--	---	------	--

Children (please add extra rows if necessary)	DOB	Relationship to victim	Relationship to Abusive Person(s)	Address	School (If known)

Reason for referral and lawful basis for sharing this information (consider relevancy, proportionality and whether the information provided is necessary for the purpose of this referral form):

It is the **responsibility of the referring agency to be satisfied that the threshold for MARAC is reached** (that the victim of domestic abuse is at high risk of serious harm or homicide). It is not necessary for the purpose of this MARAC referral form to share details here. It is, however, important to indicate under which criteria the threshold is met:

Professional judgement	Y / N	Visible high risk (<i>14 yes answers or more on SafeLives Dash risk checklist</i>)	Y /N
Potential escalation in frequency and/or severity of abuse	Y/ N	MARAC repeat (see 2018 definition here)	Y/ N

If repeat, please provide the date listed / case number (if known)			
Has the victim been referred to any other MARAC in a different area previously		Y/N (if Yes, please state where and when)	
Please confirm whether a referral has been made to the IDVA service		Y/N	
Is the victim aware of the risk assessment and informed of MARAC referral?	Y /N	If no, why not?	
Please give brief summary as to the reason for your referral to MARAC			
Please confirm the lawful basis for the processing of this personal information (your Privacy Notice or MOP should include the lawful basis as well as the purpose for the processing)		• Consent - is given where we ask you for permission to use your information in a specific way and you agree to this. Where we use your information for a purpose based on consent, you have the right to withdraw consent for this purpose at any time. • Vital Interest - We have a basis to use your personal information where it is necessary for us to protect life or health. For example, there may be a safeguarding issue which requires us to share information with emergency services, the police or social care.	
Under what condition (Art 9(2) GDPR) is special category data shared? Please detail.		• Y / N	
Types of Abuse Experienced by Abused Person – Tick all that apply		Abduction ABH Animal abuse Arson Assault Battery Black mail Breach of bail Breach of court order Coercive Control Criminal Damage Emotional Abuse False Imprisonment Financial abuse Forced Marriage Forced to flee GBH Harassment Hate crime Inflicting Injury with weapon Intimidation Isolation from friends/family Malicious Communication Modern Slavery	

	- Psychological Harm - Rape - Sexual assault - Sexual Exploitation - Sharing Intimate Images - Stalking - Strangulation - Threats of Violence - Threats sharing intimate images - Threats to Kill - Trafficking for Exploitation
--	--