MARAC Referral

Any adaptations and additional processing must be GDPR & DPA 2018 compliant.

NOTE: To make a referral, please complete and e-mail this form to: [MARAC@dumgal.gov.uk](mailto:MARAC@dumgal.gov.uk)

Please include the phrase [OFFICIAL - SENSITIVE] in your email subject line and body.

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| 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 and retention) of this data. Please refer to your internal Data Protection Policy; local MARAC Operating and Information Sharing Protocols, the GDPR and The Data Protection Act 2018. [Article 5 of the GDPR](https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/principles/#:~:text=Article%205%20of%20the%20UK%20GDPR%20sets%20out,in%20relation%20to%20individuals%20%28%E2%80%98lawfulness%2C%20fairness%20and%20transparency%E2%80%99%29%3B) 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**](https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/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 GPDR. Please note, 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.** |

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| **Case No:** | | | | | | | | | | | | |
| **Referring Agency** | | |  | | | | The 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 and present the case on your behalf (they must be fully informed of up-to-date information at the date of the meeting). | | | | | |
| **Contact name(s)** | | |  | | | | | | | | | |
| **Work Telephone / email** | | |  | | | | | | | | | |
| **Date** | | |  | | | | | | | | | |
| **Name of victim referred** | | |  | | | | **Victim DOB** | | |  | | |
| **Address** | | |  | | | | | | | | | |
| **Contact telephone numbers (mobile or landline)** | | |  | | | | **Safe to call?** | | | Y / N | | |
| **GP Surgery (if known)** | | |  | | | | | | | | | |
| **Diversity data (if known)** | | | B&ME ☐ (including Traveller Community)  Disability ☐ (see [Guidance](http://www.safelives.org.uk/sites/default/files/resources/disability%20guidance.pdf))  Lesbian ☐ Gay ☐ Bisexual ☐ Trans ☐  Gender: Male ☐ Female ☐ Non-binary ☐ Other ☐ \_\_\_\_\_\_\_\_\_\_\_\_\_\_  Does not wish to disclose: ☐ | | | | | | | | | |
| **Perpetrator(s) name (include any known alias)** | | |  | | | | **Perpetrator(s) DOB** | | |  | | |
| **Perpetrator(s) address** | | |  | | | | **Relationship to victim** | | |  | | |
| **Children**  **(please add extra rows if necessary)** | **DOB** | **Relationship to victim** | | | **Relationship to perpetrator** | | | **Address** | | | **School**  **(if known)** | |
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| Reason for referral and lawful basis for sharing this information | | | | | | | | | | | | |
| NB: 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** (*14 yes answers or more on DASH-RIC/DAQ*) *Please indicate DASH-RIC/DAQ score: ⭢⭢* | | | | | | Y / N  Score: |
| **Escalation -** *Escalation threshold: three or more Police callouts or A&E attendances in the last 12 months.* | | | | Y / N | | **MARAC Repeat -** *The same victim and perpetrator have been referred to any MARAC within the last 12 months.* | | | | | | Y / N |
| **Repeat: if yes, 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 & when) | | | | | | |
| **Please indicate if Honour Based Violence has been identified -** *Forced Marriage / FGM / Dowry Related Abuse* **-** Click [HERE](https://www.met.police.uk/advice/advice-and-information/honour-based-abuse/honour-based-abuse/) for more information on HBV. | | | | | | Y / N | | | | | | |
| **Does the victim currently have an IDAA Service working with them? -** *ASSIST / Women’s Aid* | | | | | | Y / N (if yes, please specify) | | | | | | |
| **Is this a court-linked case or is there a criminal investigation? –** *This information will help identify an IDAA Service for the victim.* | | | | | | Y / N | | | | | | |
| Lawful Basis for sharing information | | | | | | | | | | | | |
| **Is the victim aware of the risk assessment and informed of MARAC referral?** | | | | Y / N | | **If no, why not?** | | |  | | | |
| **Please confirm the lawful basis for the processing of this information (your Privacy Notice or MOP should include the lawful basis as well as the purpose for the processing)** | | | | The DAQ was graded high / Professional Judgement has been applied in the assessment of risk / Abuse escalation has been identified – and in line with local processes this is being shared with MARAC partners for the purpose of safeguarding the victim. | | | | | | | | |
| **The data is shared under the following legal basis:** | | | | UK GDPR [Article 6(1)(d)](https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/lawful-basis-for-processing/vital-interests/), [Article 9(2)(c)](https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/special-category-data/what-are-the-conditions-for-processing/#conditions3), [Recital 46](https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/special-category-data/what-are-the-conditions-for-processing/#conditions3) | | | | | | | | |