

## Wigan MARAC contingency process - March 2020

1. The Case Management Team will send out details of MARAC cases along with the MARAC contingency proforma form 48 hours before the MARAC discussion to all MARAC agencies. Normal safeguarding will continue i.e. IDVA contact etc.
2. Each agency is required to provide updates using the **MARAC contingency proforma** and should send these back **within 24hrs of receiving the cases**. If the agency is to be part of the MARAC, a telephone number of the agency representative should be sent with these forms in one email.
3. A daily MARAC will be held at **10am** via conference call **Monday to Friday** facilitated by the Case Management Team. Key organisations such as GMP, IDVA and CYPS and other agencies who have self-nominated to be dialled in to the meeting will make multiagency decisions and form action plans
4. Action plans will be sent out by the case management teams to agencies.

### Key points

- Staff who need to be dialled in to the meeting need to be ready from 09:50 to allow staff to place the call to all attendees for a 10am prompt start
- Please ensure the forms are filled in with relevant details focusing on risks and protection.