

## Deprivation of Liberty Safeguards (DoLS) Team

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### 1. Pen picture of the DoLS Team

Key Activities	<p>The Deprivation of Liberty Safeguards Team (DoLS) delivers a service under the Local Authority's statutory duty as a Supervisory Body within the scope of the Mental Capacity Act – Deprivation of Liberty Safeguards. Core duties of the Supervisory Body are;</p> <ul style="list-style-type: none"> <li>• Respond to requests for standard authorisation.</li> <li>• Respond to requests for an extension of an urgent authorisation.</li> <li>• Commission the relevant Independent Mental Capacity Advocate (IMCA) service when required to do so.</li> <li>• Commission the six assessments required for a standard authorisation.</li> <li>• Grant the standard authorisation of deprivation of liberty if all assessments are positive, or not grant if one or more assessment is not met.</li> <li>• Appoint the relevant person's representative.</li> <li>• Respond to requests to review a standard authorisation and carry out a review when appropriate.</li> <li>• Suspend and, where appropriate, terminate a standard authorisation if the person is detained under the Mental Health Act (MHA) 1983 for up to 28 day</li> <li>• Respond to requests to investigate alleged unauthorised deprivations of liberty.</li> <li>• Terminate a deprivation when appropriate</li> </ul>
Key Outcomes	<ul style="list-style-type: none"> <li>• The DoLS Team carries out its statutory supervisory functions under the Mental Capacity Act and DoLS Code of Practice, providing qualified assessors who are trained, supervised, and commissioned in accordance with regulatory requirements.</li> <li>• Ensure that individuals human rights are upheld in accordance with current legislation and case law / guidance.</li> </ul>
Key Service Users	<ul style="list-style-type: none"> <li>• The deprivation of liberty safeguards provides legal protection for those vulnerable people who are, or may become, deprived of their liberty within the meaning of Article 5 of the European Convention of Human Rights in a hospital or care home, whether placed under public or private arrangements</li> </ul>

## 2. Role of Senior Practitioner/BIA in the DoLS Team

Oversight of Practice	<p>To work in conjunction with the Team Manager to:</p> <ul style="list-style-type: none"> <li>• Coordinate the Deprivation of Liberty Safeguards (DoLS) Team and provide operational and supervisory management across social care in line with the Care Act, Mental Capacity Act and Mental Health Act. To allocate work to DoLS team members ensuring that statutory duties are adhered within the legal timeframes</li> <li>• Provide support and advice to all practitioners in the team</li> <li>• Improve processes</li> <li>• Ensure effective communication with the community and professionals, shaping multi-agency working with partnership agencies and providers</li> <li>• Ensure that best practice is followed, and legal knowledge is kept up to date</li> <li>• Allocate work to DoLS team members ensuring that statutory duties are adhered within the legal timeframes</li> <li>• Act as the professional lead, with accountability for ensuring high standards of assessment, case management, support planning, and review in line with the Care Act/Mental Capacity Act/Mental Health Act, ensuring compliance with all national and local policies, procedures, and guidelines.</li> <li>• Work with the DoLS Team Manager to plan for and implement the Liberty Protection Safeguards under the Mental Capacity (Amendment) Act 2019</li> <li>• Undertake work as an Approved Mental Health Professional (AMHP) on the AMHP daytime rota.</li> <li>• Reporting regularly to the Team Manager</li> </ul>
Carrying Limited Caseload	<ul style="list-style-type: none"> <li>• To support practitioners with the most complex cases</li> <li>• To monitor and manage the allocation of cases</li> <li>• Hold a small caseload</li> <li>• Triage</li> </ul>
Authorising Assessments etc	<ul style="list-style-type: none"> <li>• Upon completion of DoLS Signatories Training, authorise completed Deprivation of Liberty Safeguards Assessments.</li> </ul>
Supervision of Staff	<ul style="list-style-type: none"> <li>• Offer regular supervision to practitioners and maintain PPM's</li> <li>• Auditing of practitioner's work</li> <li>• To co-lead in team meetings and Best Interest Assessor monthly meetings</li> <li>• To co-lead in reflective case discussions</li> <li>• To promote continuous professional development of practitioners within the team</li> </ul>

	<ul style="list-style-type: none"> <li>• To oversee the allocation of case work and supervise ongoing Deprivation of Liberty safeguards work.</li> <li>• To use IT systems to enable monitoring of caseloads, waiting lists, allocations</li> </ul>
Key Competencies	<ul style="list-style-type: none"> <li>• Excellent communication skills</li> <li>• Excellent legal literacy</li> <li>• High quality recording skills</li> <li>• Professional qualification, such as a Social Work Degree or Nursing Degree or Occupational Therapist Degree</li> <li>• Supervision skills</li> <li>• Leadership skills</li> <li>• IT competence</li> <li>• Management skills</li> </ul>

### 3. Role of Best Interest Assessors in the DoLS Team

Key Activities	<ul style="list-style-type: none"> <li>• Case hold</li> <li>• Coordinate and complete Best Interest Assessments in line with the Mental Capacity Act, Human Rights Act and Deprivation of Liberty Safeguards Code of Practice.</li> <li>• Facilitate face to face and telephone contact with members of the community and professionals</li> <li>• Make recommendations and set conditions on Deprivation of Liberty Safeguards Authorisations.</li> <li>• Take part in the triage process</li> <li>• Complete mental capacity assessments</li> <li>• Provide support to colleagues in other teams, new staff members and students</li> <li>• Attend annual DoLS Legal Update Training (mandatory)</li> </ul>
Key Competencies	<ul style="list-style-type: none"> <li>• Excellent communication skills</li> <li>• Excellent legal literacy</li> <li>• High quality recording skills</li> <li>• Professional qualification, such as a Social Work Degree or Nursing Degree or Occupational Therapist Degree</li> </ul>
Key Outcomes	<ul style="list-style-type: none"> <li>• To ensure that throughput of work is achieved, and high-quality assessments are completed.</li> <li>• To ensure that individuals human rights are upheld, and the most appropriate safeguards are in place.</li> <li>• To contribute to ensuring compliance with the Local Authorities statutory duties under the Mental Capacity Act.</li> </ul>

#### 4. Role of Coordinators in the DoLS Team

Key Activities	<ul style="list-style-type: none"> <li>• To assist the DoLS Team in developing and maintaining effective systems to manage and coordinate the Council's functions under the Mental Capacity Act. A key role will be to help improve the processes in place to manage DoLS under the Mental Capacity Act and be responsible for the effective day to day running of the DoLS Team. With the Mental Capacity Amendment Act and the Liberty Protection Safeguards (LPS) due to be implemented the coordinators will be key to introducing new processes to enable the team to adapt to this new framework.</li> </ul>
Key Competencies	<ul style="list-style-type: none"> <li>• Processing of DoLS requests and reports received from care homes, hospitals, and the assessors</li> <li>• Initial response to all enquiries regarding DoLS and ensuring these are either answered or passed to a practitioner in the team</li> <li>• Allocating assessments to Best Interest Assessors, Independent Mental Capacity Advocates, Mental Health Assessors and Authorisers</li> <li>• Processing of all requests for DoLS authorisations and reviews, ensuring prompt allocation</li> <li>• Considerable administrative experience, to include customer contact. Experience of providing support by organising and minuting meetings or building a portfolio of knowledge to use specific systems</li> <li>• Monitoring the progress of DoLS requests, assessments, and authorisations to ensure that they are processed and reviewed within the strict timescales under the legislation.</li> <li>• Facilitating reporting on the minimum data set required annually for the NHS digital DoLS returns.</li> </ul>
Key Outcomes	<ul style="list-style-type: none"> <li>• To provide administration and coordination support to the DoLS Team, inclusive of the Team Manager, Senior Practitioner and Best Interest Assessors</li> </ul>