

## Primary Care Guidance for management of information sharing requests for MARAC

- 1 • Information sharing request received from safeguarding admin team with name of victim, alleged perpetrator and any child/ren. Follow agreed practice process with regard to completing information request.
- 2 • Request form should be scanned/saved to electronic GP record for victim and any associated child/ren only.
- 3 • Complete information request form to include relevant and proportionate information which will assist with accurate risk assessment and management ie: attendances with injuries consistent with potential Domestic Abuse, Disclosures of Domestic abuse issues (escalation, fear) Known safeguarding concerns, Physical health vulnerabilities Significant Mental Health Issues, Drug / Alcohol misuse, Learning disability, Social Isolation. Once information completed this should be shared directly with MARAC via secure email to the email address given
- 4 • Following MARAC minutes will be sent directly to the GP practice;
- 5 • A copy of the minutes should be saved to the record for the victim and any associated child/ren only.  
• The record should be coded as 'History of Domestic abuse' as a Major Active Problem  
• For adults: History of domestic abuse (XaN21) for System One and 14XD (EMIS)  
• For children: History of domestic abuse (XaN21) or 14XD (EMIS)  
• MARAC should not appear in the problem list but should be coded in the free text/new journal entry aligned to the 'History of Domestic Abuse code'  
• The MARAC documentation and any associated entries should be marked 'not for online access'