

4 Issue of Urgent Authorisation and application for Standard Authorisation.

4.1 A Managing Authority can give itself an urgent authorisation for deprivation of liberty where: MA

- it is required to make a request to the supervisory body for a standard authorisation, but believes that the need for the person to be deprived of their liberty is so urgent that deprivation needs to begin before the request is made, **or**
- it has made a request for a standard authorisation, but believes that the need for a person to be deprived of liberty has now become so urgent that deprivation of liberty needs to begin before the request is dealt with by the supervisory body,

and

- It has a reasonable expectation that the six qualifying requirements for a standard authorisation are likely to be met.

4.2 Urgent Authorisations should normally only be used in response to sudden unforeseen need. However, they can be used in care planning (for example to avoid delays in transfer or rehabilitation where delay would reduce the likely benefit of the rehabilitation).

4.3 However an urgent authorisation should not be issued if there is no expectation that a standard deprivation of liberty authorisation will be needed.

4.4 When considering depriving a person of liberty the managing authority must, as far as is practical and possible, notify, take account of and record the views of anyone engaged in caring for the relevant person or interested in their welfare. MA

4.5 This decision should be taken at a senior level within the managing authority. MA

4.6 The managing authority must decide for itself the duration for which the MA Authorisation is given, but this must not exceed seven days. MA

4.7 The Urgent Authorisation must be in writing and can never be given without a request for MA Standard Authorisation being made simultaneously. In Cambridgeshire we have formulated a combined form for the issuing of urgent authorization and applying for standard authorization. The combined form is available on the Cambridgeshire DOLS website: MA

<http://www.ccc.cambridgeshire.gov.uk/social/mental/dols.htm>

4.8 On the combined form the managing authority must tell the MA supervisory body if the person involved has no family member or nonprofessional carer to support them through the assessment process. The supervisory body must then appoint an independent mental capacity advocate (IMCA) to support them. MA

- 4.9 When completed, the form and relevant information should be sent (preferably by fax) to the Cambridgeshire DOLS Team:
- Fax: 01223 699700 MA
- E-mail: Mca.Dols@cambridgeshire.gov.uk
Telephone: 01223 715581
- 4.10 The Managing Authority should telephone the DOLS team, 01223 715581 to notify an urgent authorisation has been issued. Out of office hours an answer phone will be in operation. MA
- 4.11 The Managing Authority must keep a record of any urgent authorisations given, including details of why it decided to give an urgent authorisation, and must give a copy of the authorisation to the relevant person, any IMCA instructed and place a copy in the relevant person's record. MA
- 4.12 The Managing Authority should inform the person's family friends and carers about the urgent authorisation, so that they can support the person. This may be done in person, or by telephone, email or letter. MA
- 4.13 In exceptional circumstances, an urgent authorisation can be extended by the supervisory body for an additional 7 days. The Managing Authority must inform the supervisory body when an extension is needed. SB
MA
- 4.14 The Managing Authorities DOLS processes will be monitored and audited as part of the contracting review. C