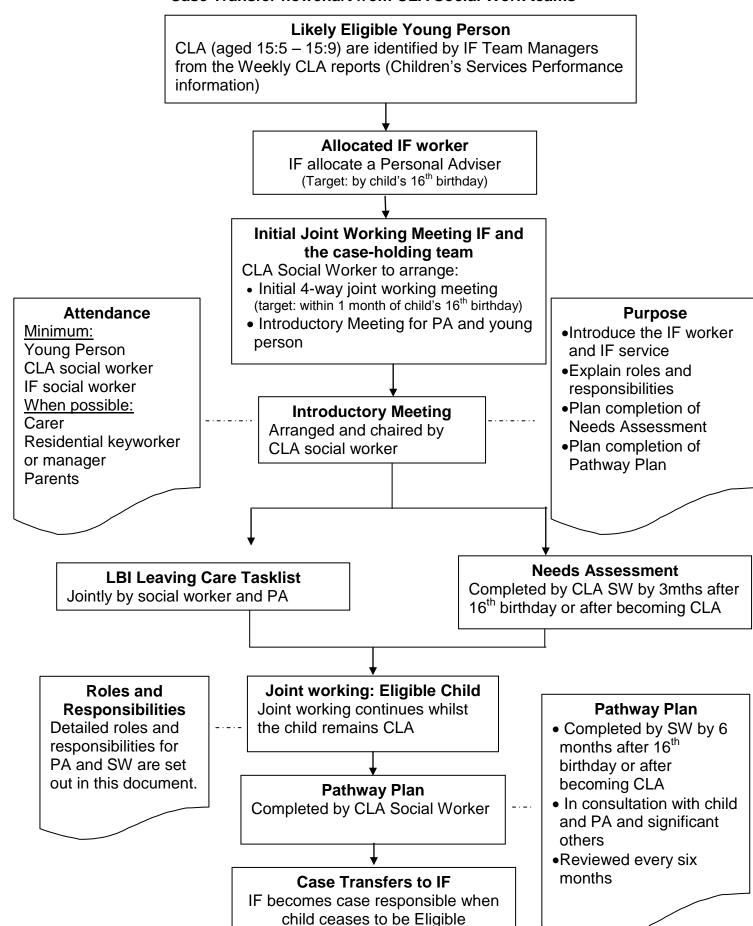
Case Transfer flowchart from CLA Social Work teams



Case Transfer flowchart from CIN Social Work teams

Likely Eligible Young Person

Looked after children are identified by IF Team Managers from the Weekly CLA reports, or notified by CIN managers. The IF team manager should be invited to BLA meetings

Allocated IF worker(s)

IF identify team member(s) who will be the allocated Social Worker and the Personal Adviser

Attendance

Minimum:

Young Person CIN social worker IF social worker When possible:

Carer

Residential keyworker or manager

Parents

IF Personal Adviser

Initial Joint Working Meeting IF and the case-holding team

CIN Social Worker to arrange:

- Initial 4-way joint working meeting
- Introductory Meeting for IF worker(s) and young person

Introductory Meeting

Arranged and chaired by CIN social worker

Purpose

- •Introduce the IF worker and IF service
- Explain roles and responsibilities
- Plan completion of Needs Assessment
- Plan completion of Pathway Plan

Preparation for Adult Life Checklist

Joint responsibility of social workers and PA

Needs Assessment

Completed by CIN SW by 3mths after 16th birthday or after becoming CLA, and before case transfer to IF

Roles and Responsibilities

CIN team is case responsible until transfer. Identified tasks must be completed before transfer to IF (17 weeks after BLA or 2 weeks after 2nd Review)

Joint working: Eligible Child

Joint working continues until the child transfers to IF

Pathway Plan (part 2)

Completed by CIN Social Worker

Case Transfers to IF

IF becomes case responsible after agreed transfer date from CIN team

Pathway Plan

- Completed by CIN SW in time for 2nd Review (17 weeks after becoming CLA)
- In consultation with child and PA and significant others
- Reviewed every six months