LCS / Private Fostering User Guide

Liquidlogic Children's Systems (LCS)

Author:

Date:

PRIVATE FOSTERING

The Private Fostering process can be started from the below stages

a) A Contact (only if there is an existing open referral (e.g. Child is already CIN) and the child / young person is not already Privately Fostered) .**

b) A "Referral" (if there is **not** an open referral and the child young person is not already Privately Fostered) – needs to be the selected outcome from the referral

c) C & F Assessment (if there is already an open referral and the child /young person is not already Privately Fostered)
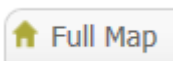
d) It is also possible that the process can be manually started at any point in the process as long as there is a current open Referral on the case.*_*

**Although the *Private Fostering Agreement* outcome is available to select on a new case contact, attempting to select it results in an error message to state that the *Link to Existing Referral* outcome is also selected. This outcome only becomes available when a referral exists on the case. When a referral is already open this outcome can be selected from the Contact Record.
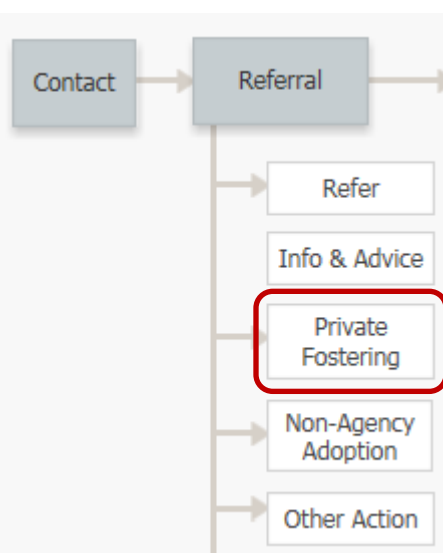
_ To manually start the PF Process, navigate to the Case Pathway

Click Full Map on the left of the screen

Click on the Private Fostering box to start the process.

Once the referral outcome has been selected, the authorise task can be allocated, followed by the Private Fostering Task. At this stage there needs to be an allocated case worker to assign the PF task to.

PRIVATE FOSTERING

The PFA has its own pathway

Once the episode has started, the next step is to start the PFAAR (Private Fostering Arrangement Assessment. The Record will also have the **BPF** (Becoming Privately Fostered) flag showing on the top left of the screen, under the name. At this stage a New arrangement can be added or this one can be ended. The worker can also start a C&F Assessment.
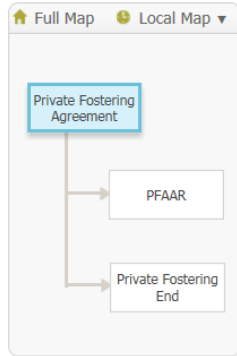
LCS automatically creates a relationship with the Private Foster Carer which is viewable from the relationships tab.

👥 Family & Other Relationships

Flags	Relationship	Case No	Name	Age	Date of Birth	Gender	Alerts	Start Date	End Date
HOME: 2 Toon Street, Toon Town, TT1 2TT									
	Self	553231	Friar Tuck	1 yr 11 mths	03-Sep-2014	MALE	R		
HOME: 5 Kiln Close, Calvert, Buckingham, MK18 2FD									
Print	PFCA	81665	JULIET	61 years	24-Mar-1955	FEMALE	R	01-Oct-2016	

▸ Edit Relationships

Full Map   **Local Map ▼**

Private Fostering
Agreement

PFAAR

Private Fostering
End

Private Fostering Agreement

Reason: test

Active Task: 👤 **Maria Clarke** (Reassign)   **Started:** 01-Sep-2016   **Due:** unspecified

| Private Fostering Agreement | Decisions | Task Details | No Other Children ▼ |

Private Fostering Details

Visits

Forms

Panel

● **Private Foster Carers**

Forename	Surname	Gender	Age	Date of Birth	Address
JULIET	CLEVERDON	FEMALE	61 years	24-Mar-1955	5 Kiln Close, Calvert, Buckingham, MK18 2FD

● **Address**

5 Kiln Close Calvert Buckingham

● **Dates**

Private Fostering Notification Date   01-Sep-2016

● **Birth Place**

Birth Location   UK

Back to: Referral & Information Record

PRIVATE FOSTERING

A Standard Assessment (PFAAR) has been added to LCS – this will require reviewing by the team. Once a 'Private Foster Arrangement Assessment Record Commenced' date has been entered, and the form has been saved, the flag will be updated and will display **PF**.

There are sections within this Assessment which can be covered in more detail in additional user documentation.

Assessment is finalised and authorised

For the next stage, return to the PFA Hub

And select option required.

ADDITIONAL DOCUMENTATION

Visits: These can be recorded as Statutory Visit Case Notes under 'Visits' PLEASE NOTE this tab will be blank and visits cannot be added until the PFAAR has been completed. The Initial Visits case note is completed as part of the PFAAR and will show in the child's list of case notes under Demographics.

Forms: Currently there is one form available in the system, Private Fostering Arrangement Record (Visit under Regulation 8). This is changeable for requirements and additional statutory documentation can be added.

This section also shows any completed and cancelled forms.

Panel: offers the means to add new Panel Dates and outcomes.

And the same for Reviews. These are not scheduled and tasks will not show when the reviews are due, however alerts can be looked into.

CONFIGURATION

- SCM Settings to confirm:

Private Fostering	Allow everyone to start Private Fostering standalone forms	No
Private Fostering	Frequency of Private Fostering visits in first year	6
Private Fostering	Frequency of Private Fostering visits in second year	12

- Profile Rights:

☐ View Private Foster Carer Details

- Statutory Visit Rules

Update This LCS Statutory Visit Rule?

[OK] [Cancel]

Update Statutory Visit Rule Private Fostering

● System Area

Area (defaults to CLA placements) [PF ▼]

● Statutory Visit Rule

Rule Description [Private Fostering]

Rule Details [Private Fostering Regs 8.-(1) Each local authority must arrange for an officer of the authority to visit every child who is]

● Rule Details

☐ A date is required by this rule?

If yes, please provide the date description [ ]

● Invalid

☐ Is this rule now invalid or expired?

● Rule 1: From event (placement or registration) start or date recorded

After event or recorded date within a period of [7]
of [days ▼]
Rounding [No rounding ▼]

● Rule 2: Until first review

Before first review, in intervals of [0]
of [▼]
Rounding [▼]

● Rule 3: In the first year

Within the first year, in intervals of [6]
of [weeks ▼]
Rounding [No rounding ▼]

● Rule 4: In subsequent years

In subsequent years, in intervals of [12]
of [weeks ▼]
Rounding [No rounding ▼]

This entry needs to be agreed as part of the Business Process Model.

- Picklists

Picklist Maintenance Select Pick List: [▼] [Close]

Picklist ID: **PFEndReason** Description: **Private Fostering - End Reason**

[New Entry] [Update] [View Audit]

List is empty