

LCS / Private Fostering User Guide

Liquidlogic Children's Systems (LCS)

Author:

Date:

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.



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.

The PFA has its own pathway

Family & Other Relationships

Child: Friar Tuck 1 yea	r (Ref: 553231) 🚨 🗱 📑 🚨 🔁
♣ Full Map S Local Map ▼ Private Fostering Agreement PFAAR	Private Fostering Agreement Reason: test Active Task: ▲ Maria Clarke (Reassign) Started: 01-Sep-2016 Due: unspecified Private Fostering Agreement Task Details No Other Children ▼ Create Record Reset Cancel New Fostering: Friar Tuck
Private Fostering End	Dates Private Fostering Notification Date Proposed Start Date Start Date
	Carer None recorded Add carer
	Address Address
	Birth Place Birth Location
	Requirements Imposed Requirements

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.

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



Back to: Referral & Information Record

ap 😆 Local Map 🔻	Private Fostering Agreement Reason: test
Fostering eement	Active Task: Maria Clarke (Reassign) Started: 01-sep-2016 Due: unspecified Private Fostering Agreement Decisions Task Details No Other Children v
	Outcomes Date of Initiation or Completion:
PFAAR	Private Fostering Arrangement Assessment Start (Assigned to Administration) O Today's Date
	C & F Assessment Start (Assigned to Yourself) Other Date:
Private Fostering	End PF Arrangement Start (Assigned to Yourself) Reason for Decision: (reset)
End	New PF Arrangement Start (Assigned to Yourself)

📅 Full Map 🛛 😌 Local Map 🔻	Private Fostering Arrangement Assessment	
	Active Task: Started: 01-Sep-	2016
Private Fostering Agreement	Private Fostering Arrangement Assessment Task I	Details
	The Private Fostering Assessment has not been started.	
PFAAR	Start Assessment	
	Back to: Private Fostering Agreement	
Private Fostering End		

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

Full мар 😻 Local мар 🔻	Private Fostering Agreement			
	Reason: test			
Drivata Fostaring	Active Task: 💄 Maria Clarke (Reassign)	Started: 01-Sep-2016	Due: unspecified	
Agreement	Private Fostering Agreement De	ecisions Task Details	No Other Children ▼	
	Outcomes		Date of Initiation or Completion	:
PFAAK	Private Fostering Arrangement Assessment	Completed	Today's Date	
	C & F Assessment	Start (Assigned to Yourself) Other Date:	(reset)
Private Fostering	End PF Arrangement	Start (Assigned to Yourself	Reason for Decision: (reset)	
End	New PF Arrangement	Start (Assigned to Yourself)	~

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.

Private Fostering	Details	Visits												
Visits		Finalised?	Signific	cant Event	Contact Dat	e Seen	Type of Cont	act		Contact R	legarding	Reason for Contact	Att.	Create
Forms		✓ Yes	□ No		01-Sep-2016	i 🗆 No	Initial Visit (P	rivate Fo	stering)	Friar Tuck		test		Maria
Panel		 Case Note Add Statut 	Report ory Visit (Case Note								·		
Case Note Audit Attachments (0)	Print Printable Vi	ew												
	From Context Contact Date Type of Conta Add to Chron Method of Co	Of Tuck, 01-Sep act Initial plogy No ntact Home	=riar (1 yea >-2016 Visit (Privat Visit	ar) te Fostering)										
	Contact Rega	rding	Relation	Name	Age	At Contact	Interviewed?	Seen?	Alone?	Bedroom?	Regarding A	ssessment		
Children / Young People involved in this Case Note														
		×.	Self	Friar Tuck	1 yr 11 mths	1 yr 11 mths		No	No		Private Foste	ering Arrangement Assessr	nent Rec	ord
		Adu	lts also p	present / in	terviewed									
				-										
	Reason for Co	No Ad Intact test	lults record	eu										
	Reason for Co	No Ad ontact test	ults record	eu										

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.

Completed Forms

Form Date	Form Type	User
01-Sep-2016	Private Fostering Arrangement Assessment Record	Maria Clarke

Cancelled Forms

None

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

Create Cancel - Record the Private Fost	ering Panel
New Private Fostering Panel	
Date	
Date	
Outcome	
Outcome	
Notes	/

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.

New Private Fostering Review									
• Date									
Date	TE								
Outcome									
Outcome	▼								
Notes	^								
	~								

CONFIGURATION

• SCM Settings to confirm:

ivate Fostering	Allow everyone to start Private Fostering standalone	e forms	
vate Fostering	Frequency of Private Fostering visits in first year		
ate Fostering	Frequency of Private Fostering visits in second year		
Profile I View Privat	Rights: <mark>e</mark> Foster Carer Details		
Statuto E This LCS Statutory V OK Cancel	ry Visit Rules isit Rule?		
pdate Statutory Visi	t Rule Private Fostering		
System Area		Rule 1: From event (plac start or date recorded	ement or registration)
rea (defaults to CLA placer	nents) PF		
		After event or recorded date within a	a period of 7
Statutory Visit Rul	le	OF	days 👻
Pula Description	Privata Castoria	Kounding	No rounding +
Rule Details	Private Fuscering Private Fostering Regs 8(1) Each local authority must arrange for an officer of the authority to visit every child who is	Rule 2: Until first review	·
		Before first review, in intervals of	0
Pule Details		Of Rounding	
Fruie Details		Kounaing	•
	A date is required by this rule?		
if yes, please provide the da description	ite	Rule 3: In the first year	
		Within the first year, in intervals of	6
Involted		of	weeks 💌
Invalid		Rounding	No rounding 💌
	Is this rule now invalid or expired?		
		Rule 4: In subsequent ve	ears
		• Rule 4. In Subsequent ye	
		In subsequent years, in intervals of	12
		in babbequerie yearby in meervalb of	
		of	weeks 💌

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

• Picklists

9	Picklist Maint	tenance	Select Pick List:			<u>C</u> lose
Picklist	ID: PFEndReason	Description: F	Private Fostering	- End Reason		
New	Entry Update	View Audit				
List is	empty					