CARE PLANS – TIMELINESS AND FORMAT PRACTICE STANDARD

The Care plan is integral to the Cared For Review Process. The IROs function within the meeting is to review the care plan to ensure that the day to day arrangements for the child’s care are meeting needs and that the overall plan for permanency is progressing within the child’s timeframe.

The draft care plan must be shared with the child, carer and other people attending the review 5 working days before the review. It is the responsibility of the social worker to complete this task.

The My Care Plan Format currently in word is the required format NOT the PARIS form.

All review participants must attend the review prepared to give a verbal update to the meeting in relation to the key aspects of the care planning. The review will follow the schedule 7 agenda as set out in the IRO Handbook. The final minute will be the record of the review.

Any amendments to the draft care plan will be identified at the cared for review and the care plan will be updated within 5 working days of the meeting by the social worker and circulated to all those who attended the review meeting.

There is no requirement for the social worker to complete a separate Social Workers Review Report.

Care plans are update to date when they reflect the decision made at the most recent review.

Ceri Woszczyk

Head of Service Safeguarding and PSW.

