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| --- | --- | --- |
| Carers name |  | CareFirst no. |
| Carers name |  | CareFirst no. |
| Date | Event / Decision / Outcome | Cross-reference |
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CHRONOLOGY GUIDANCE

1. Why?

A chronology is a summary list in date order of all significant changes and events in a foster carer’s life / fostering career. It records factual information but with the minimum of detail. Therefore it can be used as an effective way of quickly accessing the most important aspects of a foster carers career which can help with practice and identify patterns and trends.

1. What?

A chronology should be an ongoing record of the most significant events in a foster carers’ career. For example (but not exclusively):

* approval date (ADM decision), terms of approval,
* first and subsequent reviews,
* births and deaths,
* changes in partner status,
* changes to the household,
* moving home,
* change of FPO,
* change of approval status,
* important health issues,
* complaints, allegations, concerns,
* placement breakdowns,
* positive DBS risk assessment
* criminal activity within the family.

1. How?

It is important to keep the information contained in the chronology as succinct as possible; and it should be cross-referenced to the file / CareFirst entry. The idea of a chronology is that information can be glanced quickly and efficiently. It may be that a chronology needs to be updated regularly during a specific event and it is essential to ensure that all outcomes are recorded too in order to close a particular event.

1. When?

It is essential to record information as soon as it becomes available – a chronology is only as useful as the information it contains and therefore it must be kept up-to-date.