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**Social Work Checklist for First Sch 4 (viability assessment) interview**

1. **Assessment process:**
2. Discuss the leaflets applicants have already received of the difference between a Connected Persons Assessment, SGO and Child Arrangement Order.
3. Make them aware of the level of involvement from the local authority under each order.
4. If a Care Order is granted they will have a supervising social worker from the fostering service who will visit them monthly and the child will have a Social Worker who will complete statutory visits; they will have to complete recordings on the child in placement; their approval will be reviewed annually; both applicants have to attend mandatory training and they will have to complete a portfolio (Training; Support and Development Standards within 18 months of approval).
5. Talk about SGO support from Sandwell’s Permanency Team post order and that the support plan will be reviewed annually so that they continue to be supported and receive services from the local authority.
6. Discuss the financial support relevant to each order and means testing, where appropriate.
7. Reinforce the need to be committed to the assessment, process and timescales
8. **You need to explore Relationship with the child and their family**
9. The nature of the relationship they have had with the child and their parents
10. Understanding of the concerns
11. Motivation for the application
12. How will they manage contact between the parent and child?
13. **You must consider Accommodation**
14. Is there space to accommodate child/children – if so is it suitable now and in the long term?
15. Is this is rented accommodation
16. Proof of rent being up to date within the first visit
17. Make the applicant aware that we will have to seek a landlord reference to confirm that they would be in agreement to the local authority placing a child with them.
18. Are there any health and safety risks (dampness; mould in bathroom; wires hanging around; blind cords; is the home tidy/ clean?)
19. **Discuss their Work Commitments**
20. If the applicant/s work – how do they plan to care for the child; if they reduce hours what will be the financial impact on them? What is their expectations regarding finances from the local authority? Are they in Debt? If so – how much?
21. **This MUST be completed at first visit - Statutory checks**
22. **Complete the DBS** of all adults living in the household, over 18 and those that stay overnight. **Will this arrangement continue considering the space in the home Paperwork to be completed at first interview.** Check with them if they have any cautions or convictions? If so – obtain the details.
23. **Ensure a copy of the medical form is given and a date for completion of the medical is obtained/ given**
24. **Ensure all parts of the consent to checks is completed. Ensure the ex-partner details is completed.**
25. **Pets** – are there pets in the home? If they have dogs what are your observations of the dogs and do they clean up after them? Do the dogs seem well trained? Is a Pet Risk Assessment required?