



Centre for Professional Practice

Practice Briefing Note

Title:	Critical Incident / High Risk Cases Notification Guidance and Notification Template
Effective From:	6th April 2020

Practice Note:	<p>The latest copy of the Director's Noticeboard was sent to the workforce on 1st April 2020. Within the Noticeboard was the 'Critical Case – Need to Know' process, which involves any cases causing significant concern, that senior managers need to know about, being escalated to line managers. The Critical Incident / High Risk Cases Notification Guidance and Template was attached.</p> <p>The process remains the same, however the Critical Incident / High Risk Cases Notification Template has been separated from the Guidance, and the Notification Template has been updated to include a section for the Team Manager and Service Manager to provide their comments.</p> <p>The updated Notification Template needs to be used from today.</p> <p>The process and template will be reviewed in 3 months time. You are invited to feed back any comments.</p> <p>Critical Incident/High Risk Cases Notification Guidance Critical Incident/High Risk Cases Notification Template</p>
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