**Appendix 4**

**Proforma for Record of Visit / Contact by Partner Agency**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Record of Visit / Contact** | | | | |
| **Child/Young Person:** | **Eclipse ID Number** | | | |
| **Name:** | | **Date of Birth:** | | **NHS Number:** |
| **Key worker undertaken the visit:** | | | | |
| **Name:** | | **Organisation:** | | **Email:** |
| **Permission to share information with other agencies: Yes/No** | | | | |
| **Date of visit:** | | | **Time of visit:** | |

|  |
| --- |
| **Any change in presentation or increase/decrease in behaviours of behaviours of concern or resilience of the Parent/Carer:**  *Consider the risk and impact of domestic abuse for the parent and child, where possible and safe to do so assess the risk and inform the social worker* |
|  |
| **Change in presentation or increase/decrease in behaviours of concern or resilience of the child/young person:** |
|  |
| **Does the child/young person have needs that are not currently being met due to social distancing that are causing undue distress?** |
|  |
| **Strengths identified in the child’s, care leavers or members of the household’s (parents/carers) presentation:** |
|  |

|  |
| --- |
| **Emotional Health, Resilience & Wellbeing:** *including check regarding suicidal ideation and any other emotional health issues previously raised as a concern* |
| * + Child / Young person   + Parent/Carer   + Siblings |

|  |
| --- |
| **Do they have basic provisions & medication – how are these being obtained?** |
|  |

|  |
| --- |
| **Are there any changes to the health /at risk status of any members of the household?** |
|  |

|  |
| --- |
| **Child or Young Person’s Wishes and Feelings**  *Where possible, talk directly to child or young person and record their comments/ worries* |
|  |

|  |
| --- |
| **Resources shared during the visit /contact** |
|  |

|  |
| --- |
| **Plan for next visit / contact**  *Where there has been a necessary change to the visit planner, please ensure this is updated* |
|  |

|  |
| --- |
| **Who has this record been shared with?**  **Name Agency** |
|  |

If there are concerns arising from your visit, these must be communicated with the team around the child as soon as possible, where necessary, the risk assessment should be reviewed and updated.

Make sure that the central risk register (partner agencies) is also updated if you are concerned that risk has elevated.