



Internal Ref:	NELC-PPPLL-001
Review date	Ocotber 2021
Version No.	V01.00

## Liquidlogic – Pathway Plan Process

BACKGROUND INFORMATION	
Subject	Liquidlogic
Document Purpose	Training Guide
Reference and Version	NELC-PPPLL-001
Target Audience	Liquidlogic Users
Author	Adam Brown
Last Review	22/10/2021
Copyright	North East Lincolnshire Council

## Pathway Plan Part 1

*For a child to be eligible for a pathway plan, they must have reached 15 years and 9 months old and have been in care at least 13 weeks.*

### Agreed Exceptions (dependent on case circumstance)

The screenshot shows the 'CLA' link in the left-hand menu. The main content area displays 'CLA Agreed Exceptions' with the following details:

- Care Leaver Details:** No Leaver Information Available. Link: Record Care Leaver Details.
- Other Local Authority CLA Details:** No Other Local Authority CLA Periods. Link: Add a CLA period under another Local Authority.
- Other Local Authority Pathway Plans:** No Other Local Authority Pathway Plans. Link: Add a Pathway Plan under another Local Authority.
- CLA Agreed Exceptions:** No agreed exceptions have been recorded. Link: Add an agreed exception.

From the child's basic demographics, click on the **CLA** link on the left-hand side and then under **CLA Agreed Exceptions**, click on the **Add an agreed exception** link.

For this demonstration, we will backdate our entry and choose the first radio dial in the **Agreed Exception Type** which is that the child has been hospitalised or in custody. Enter meaningful text in the **Notes** section and then click on the **Create** button.

The screenshot shows the 'Create a new Agreed Exception' form. The 'Create' button is highlighted in red. The form fields are as follows:

- Date Recorded:** 27-Jan-2021
- Date Revoked:** (empty)
- Agreed Exception Type:** ☒ Children hospitalised or in custody who would otherwise have been accommodated by the LA Plan although they will not have the required period of care recorded.
- Notes:** test

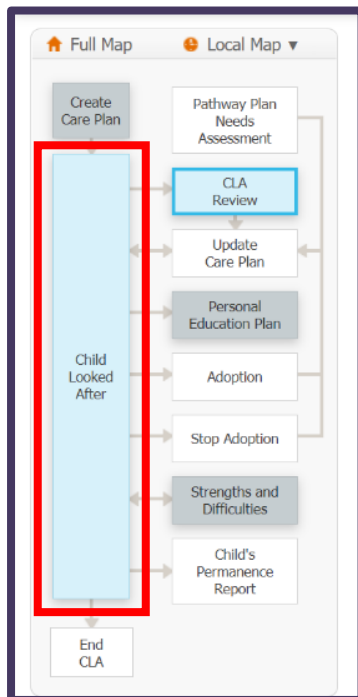
This is then recorded under **CLA Agreed Exceptions** in the child's **Basic Demographics**.

The screenshot shows the 'CLA Agreed Exceptions' section in the child's Basic Demographics. The 'CLA' link is highlighted in blue. The 'CLA Agreed Exceptions' section is highlighted in orange, showing the following details:

- Recorded On:** 27-Jan-2021
- Agreed Exception Type:** Children hospitalised or in custody who would otherwise have been accommodated by the LA and would have therefore met the criteria to be eligible or recorded as a Pathway Plan although they will not have the required period of care recorded.

## CLA Episode

Access the CLA pathway for the child/young person.



Click on **Child Looked After** on the map.

Click on **Decisions**.

Click on the **Start** button next to **Start Pathway Plan Needs Assessment**.

Please note that this option would be greyed out if the child was not eligible. If the child was coming up to becoming eligible then an alert will be sent to the social workers task tray.

**Child Looked After**

Active Task: Adam Brown (Reassign) Started: 25-Jan-20

Looked After Details Decisions Task Details

Confirm Cancel

**Start Pathway Plan Needs Assessment** - You must confirm the following:

☒ Ben Kettle Start Pathway Plan Needs Assessment (Assigned to Yourself)

**Date of Initiation or Completion:**

☐ Today's Date

☒ Other Date:  (reset)

**Reason for Decision:** (reset)

Choose the date to start the assessment and then click on the **Confirm** button.

A note will appear informing us that the task is in our worktray.

Access your worktray and click on the task.

**Child Looked After**

Active Task: Adam Brown (Reassign) Started: 25-Jan-2021 Due: unspecified

Looked After Details Decisions Task Details No Other Children

**Outcomes**

Task	Status	Assigned to
Organise Next CLA Review Meeting	Active	
Update CLA Care Plan	Start	(Assigned to Yourself)
Personal Education Plan	Restart	(Assigned to Yourself)
End CLA (Finalise CLA Care Plan)	Start	(Assigned to Mrs Gillian Watson)
Strengths and Difficulties Questionnaire	Restart	(Assigned to Yourself)
Create Child's Permanence Report (CPR)	Start	(Assigned to Yourself)
Transfer to Adult's Social Care	Start	(Assigned to Yourself)
Start Pathway Plan Needs Assessment	Thank you, this task is in your worktray.	

**Pathway Plan Needs Assessment**

Active Task: Adam Brown (Reassign) Started: 29-Jan-

Pathway Plan Needs Assessment Task Details

**Click 'Create Form' to start the Needs Assessment**

**Create Form**

Back to: Child Looked After

Click **Create Form**.

Information **Record** Consolidation Revisions

**Copy Forward** - Before starting the Record you have the option to copy forward the answers from the listed previous Records. S (If you DO NOT want to copy forward any answers) click 'Start Blank' to begin the Record afresh.

Copy Forward Selected Start Blank No Filter applied Update Filter Clear Filter

**Copy Forward** - Copy answers forward from previous assessments

Created	Record	Started By
Kettle, Ben (16 years)		
3 days ago	Child Looked After/Young Person's Care Plan (Tuesday, 26 January 2021, 09:30)	Adam
2 weeks 1 day ago	CLA Request for Child to be Looked After (Thursday, 14 January 2021, 11:00)	Adam

Copy Forward Selected.

Look through and complete all the sections on the left-hand side.

Information **Record** Consolidation Delegate Revisions

Print

**My Pathway Assessment**

**My Pathway Assess...**

- Family and Network...
- Where I Live
- My Education, Trail...
- Feeling Safe and W...
- Who I Am
- My Family, Social N...
- Looking after Myse...
- My Safety and Well...
- Analysis and Judge...
- What needs to hap...
- Manager's Review ...
- Attachments (0)

**signs of safety**

Legal Status of the young person

Started On	Legal Status	Expiry Date	Actual End Date	Court
25-Jan-2021	C2 - Full Care Order			

► Add Legal Status

Eligibility Status (for care leavers only)

☐ Relevant

☐ Former Relevant

Assessment Start Date: 29-Jan-2021

Date Pathway Plan completed:

Date Pathway Plan will be reviewed:

Was the Young Person seen during this assessment? ☐ Yes ☐ No

Dates the young person & family members were seen and spoken to:

List is empty

► Add New Case Note

Once complete, click on **Finalise Record** and then click **OK** on the pop-up that appears. The assessment will go to your manager to authorise. Once authorised, access the task from your task tray.

**Pathway Plan Needs Assessment**

Active Task: Adam Brown (Reassign) Started: 29-Jan-2021 Due: 17-Feb-2021

Pathway Plan Needs Assessment Decisions Task Details No Other Children ▼

► Pathway Plan Part 2:

► Proceed to Update Care Plan Start (Assigned to Yourself)

► Pathway Plan Not Required Start (Completes Automatically)

Date of Initiation or Completion: 29-Jan-2021

Reason for Decision: (reset)

Click on the **Start** button next to **Proceed to Update Care Plan**.



**Pathway Plan Needs Assessment**

Active Task: Adam Brown (Reassign) Started: 29-Jan-2021

Pathway Plan Needs Assessment Decisions Task

**Confirm** Cancel

**Proceed to Update Care Plan** - You must confirm the following Date

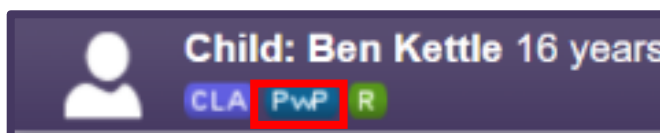
☒ Ben Kettle Proceed to Update Care Plan (Assigned to Yourself)

**Date of Initiation or Completion:**  
29-Jan-2021

**Reason for Decision:** (reset)

Click **Confirm**.

Notice that a new icon has appeared under the child's name (PwP – Pathway Plan).



## Pathway Plan Part 2

Whilst the young person is still looked after, the system will run a three-part plan and the young person will have a part CLA/Part PwP review until they leave.

**Update CLA Care Plan**

Active Task: Adam Brown (Reassign) Started: 29-Jan-2021

Update CLA Care Plan Task Details No Other Ch

**What to do:** This CLA Care Plan is a **draft revision** that requires you to

**Plan Details**

Plan Summary

Plan Revision CLA Care Plan v1.1  
Key Worker Adam Brown  
Status Draft  
Effective From 29-Jan-2021  
Effective To  
Created By Adam Brown - System Admin  
Creation Date 25-Jan-2021 16:08

**Forms: Pathway Plan v1.1**

View Part One Form (finalised)  
**Update Part Two Form**

Click on **Update Part Two Form**

Look through and complete all the sections on the left-hand side.

Once complete, click on **Finalise Record** and then click **OK** on the pop-up that appears.

Click on the **Send for Authorisation** button. This will go to your manager to authorise.

Before sending for authorisation, you can amend the plan by clicking on the **Amend** link.

## End CLA

The child/young person cannot commence a pathway plan whilst still on the CLA pathway. It may have been decided during a CLA Review that the current CLA episode can end.

To end CLA, click on the **Decisions** tab from within the **Child Looked After** area.

Click on the appropriate radio dial for the date of initiation.

Click on the **Start** button next to **End CLA**...

**Child Looked After**  
Active Task: Adam Brown (Reassign) Started: 25-Jan-2021 Due: unspecified

Looked After Details **Decisions** Task Details No Other Children ▼

**Outcomes**

Task	Status	Action	Assigned to
Organise Next CLA Review Meeting	Active		
Update CLA Care Plan		Restart	(Assigned to Yourself)
Personal Education Plan		Restart	(Assigned to Yourself)
End CLA (Finalise CLA Care Plan)		<b>Start</b>	(Assigned to Mrs Gillian Watson)
Strengths and Difficulties Questionnaire		Restart	(Assigned to Yourself)
Create Child's Permanence Report (CPR)		Start	(Assigned to Yourself)
Transfer to Adult's Social Care		Start	(Assigned to Yourself)
Start Pathway Plan Needs Assessment	Completed		

**Date of Initiation or Completion**  
☐ Today's Date  
☒ Other Date:   
 Reason for Decision:

**Confirm** **Cancel**

**End CLA (Finalise CLA Care Plan)** - You must confirm the following

☒ Ben Kettle End CLA (Finalise CLA Care Plan) (Assigned to Mrs Gillian Watson)

**Date of Initiation or Completion:**  
☒ Today's Date  
☐ Other Date:

Click **Confirm**.

This will be sent to your manager to complete.

Once authorised, go to your tasktray and click on the task.

Person	Task Description
<b>CIN</b> Ex, Jojo 3 yrs [Ref: 2005955]	Child In Need - Organise Review Meeting
	Child's Plan - Complete Review Recommendations
<b>CLA</b> Bravo, Alison 9 yrs [Ref: 2005981]	<b>CLA - Create CLA Care Plan</b>
<b>CLA</b> Kettle, Ben 16 yrs [Ref: 2005977]	End CLA (Finalise CLA Care Plan) - Outcomes
<b>CLA</b> Bravo, Alison 9 yrs [Ref: 2005981]	<b>CLA Review Meeting - Write Review Meeting Work</b>
<b>CLA</b> Bravo, Amelia 10 yrs [Ref: 2005980]	<b>CLA Review Meeting - Write Review Meeting Work</b>
<b>CP</b> Test, Declan 10 yrs [Ref: 2005075]	<b>Child Protection - Organise Core Group Meeting</b>



You will notice that the CLA icon underneath the child's name now has a line through it.

Child: Ben Kettle 16 years 16-Nov-2004 (Ref: 200597)

CLA P P R

Full Map Local Map ▼

End CLA (Finalise CLA Care Plan)

Active Task: Adam Brown

End CLA (Finalise CLA Care Plan)

Active Task: Adam Brown (Reassign) Started: 29-Jan-2021 Due: 15-Feb-2021

End CLA (Finalise CLA Care Plan) Decisions Task Details No Other Children ▼

Outcomes

Date of Initiation or Completion

☒ Today's Date

☐ Other Date:

Reason for Decision: (reset)

Return to Family (Provision of Services)	Start	(Completes Automatically)
Return to Family (Provision of Short Break Care (s17))	Start	(Completes Automatically)
Adoption Order Granted	Start	(Completes Automatically)
Care taken over by Other Local Authority	Start	(Completes Automatically)
Independent Living	Start	(Completes Automatically)
Whereabouts Unknown	Start	(Completes Automatically)
Child/Young Person has died	Start	(Completes Automatically)
Transferred to Adult Services	Start	(Completes Automatically)
Sentenced to Custody	Start	(Completes Automatically)
Secure Accommodation	Start	(Completes Automatically)
Special Guardianship	Start	(Completes Automatically)
Child Arrangement Order	Start	(Completes Automatically)
Continue with Pathway Plan	Start	(Completes Automatically)
Child Moved Abroad	Start	(Completes Automatically)
Age Assessment Determined Child is Aged 18 or Over	Start	(Completes Automatically)

Select today's date.

Click the **Start** button next to **Continue with Pathway Plan**.

Click **Confirm**.

End CLA (Finalise CLA Care Plan)

Active Task: Adam Brown (Reassign) Started: 29-Jan-2021

End CLA (Finalise CLA Care Plan) Decisions Task Details

☒ Today's Date

☐ Other Date:

Reason for Decision: (reset)

Continue with Pathway Plan - You must confirm the following Date & Reason

Continue with Pathway Plan (Completes Automatically)

Confirm Cancel

Continue with Pathway Plan

Initiator: Adam Brown (Systems Trainer) Started: 29-Jan-2021

Continue with Pathway Plan History No Other Children

The Leaving Care process has been completed

Back to: End CLA (Finalise CLA Care Plan)

You should now be notified that this process has been completed.

## Pathway Plan

Check your task tray for a task for the Active Pathway Plan. Click on the task. Within the **Current Pathway Plan**, click on the **Decisions** tab.

The screenshot shows the 'Active Pathway Plan' interface. On the left, a flowchart shows the process: 'Current Pathway Plan' leads to 'Plan Review', 'Update Pathway Plan', 'Finalise Pathway Plan', and 'No Further Action'. The main panel has tabs for 'Pathway Plan', 'Decisions' (highlighted with a red box), 'Task Details', and 'No Other Children'. Under the 'Decisions' tab, there's a 'Plan Details' section with fields for 'Plan Revision' (Pathway Plan v1.1), 'Key Worker' (ICS Administrator), 'Status' (Active), 'Effective From' (29-Jan-2021), 'Effective To', 'Created By' (Adam Brown - System Admin), and 'Creation Date' (29-Jan-2021 13:56). There's also a 'Forms: Pathway Plan v1.1' section with links to 'View Part One Form (finalised)' and 'View Part Two Form (finalised)'. On the right, there's an 'Actions' section with links for 'Administrative Actions' and 'Print View'.

Under the **Outcomes** heading, click the **Start** button next to **Review Pathway Plan**.

The screenshot shows the 'Active Pathway Plan' interface with the 'Decisions' tab selected. Under the 'Outcomes' heading, there's a table with columns for 'Outcome', 'Start', and 'Date of Initiation'. The first row is 'Review Pathway Plan' with a 'Start' button (highlighted with a red box) and the text '(Assigned to Yourself)'. The second row is 'Update Pathway Plan' with a 'Start' button and the text '(Assigned to Yourself)'. The third row is 'Finalise Pathway Plan' with a 'Start' button and the text '(Assigned to Mrs Gillian Watson)'. The fourth row is 'No Further Action' with a 'Start' button and the text '(Assigned to Yourself)'. Below the table, there's a confirmation dialog box titled 'Active Pathway Plan' with a 'Confirm' button (highlighted with a red box) and a 'Cancel' button. The dialog box contains the text 'Review Pathway Plan - You must confirm the following Date & Reason for Decision:' and a table with columns for 'Outcome', 'Date of Initiation or Completion', and 'Reason for Decision'. The first row is 'Review Pathway Plan' with a 'Date of Initiation or Completion' field set to '28-Jun-2021' and a 'Reason for Decision' field set to '(reset)'. There are also radio buttons for 'Today's Date' and 'Other Date'.

Input a date and then click the **Confirm** button.

Click on the task list icon to begin looking at the tasks needing to be completed for the meeting.

The task list will expand to display what we need to do.  
Click on **Schedule meeting**.

When the pop-up appears, enter a planned meeting date plus any other information you have. Click **Save**.

The next task on the list is to write up the outcomes however, before you click this, we need to inform the system who is attending. You may also wish to attach a document to the meeting such as any minutes that have been taken.

Click on the **Add Attendee** link underneath the **Meeting Attendees** heading.

Create Cancel Pathway Plan - Review - Add New Attendee

**New Meeting Attendee**

**Involved Professionals**

☐ Allocated Case Worker Adam Brown

Click to Create Professional Involvement...

**Key Agencies**

There are no Key Agencies defined

Click to Add a Key Agency...

**Family Members**

☐ Sister Kettle, Sally (9 years)

☐ Mother Kettle, Kathy (39 years)

☐ The Young Person Kettle, Ben (16 years)

Click to edit Family Members...

**Custom Attendee Entries**

No custom meeting attendees found for this meeting.

Click to add a Custom Meeting Attendee...

**Other Person**

Click to Search Other Persons...

**Other Professional**

Click to Search Other Professionals...

Click on the people who are to attend the meeting. You can make use of the links if you need to add in other people.

Once done, click on **Create**.

Scroll down the page to the new table that has been created. The red text informs us of what we need to do.

Select a chair by clicking on the radio dial next to the relevant person.

You can click on the link to **Add Attendee** if it is someone not listed as yet for the meeting.

**Meeting Attendees**

⚠ This meeting has no Chair Person

⚠ Invitations have not been sent to all Attendees

⚠ Not all Attendees have responded to the invitation

Attendee	Chr	Inv	Agr	Con	Att	Pre	Rep	Min
All Attendees		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Agreed</b>								
Adam Brown - Allocated Case Worker	<input type="radio"/>	<input checked="" type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>	N/A	<input type="radio"/>	N/A
<b>Not yet Invited</b>								
Ben Kettle - Subject	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	N/A	<input type="radio"/>	N/A
Sally Kettle - Sister	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	N/A	<input type="radio"/>	N/A
Kathy Kettle - Mother	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	N/A	<input type="radio"/>	N/A

Add Attendee  
 Add Excluded Attendee  
 Mark all as Attended  
 Mark all as Not Attended

The attendees need to be invited. This can be completed on an individual basis by clicking on the radio dials underneath the **Inv** column for each person or you can bulk invite by clicking on the radio dial on the **All Attendees** row. We will click on this radio dial and a pop-up should appear.

**Meeting Attendees**

⚠ Invitations have not been sent to all Attendees

⚠ Not all Attendees have responded to the invitation

Attendee	Chr	Inv	Agr	Con	Att	Pre	Rep	Min
All Attendees		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
<b>Agreed</b>								

**New Invitation**

Previous Next **Finish**

● **Invitation to Multiple Attendees**

Attendee
Kathy Kettle
Ben Kettle
Sally Kettle

● **Communication Method**

Method

☐ Letter

☒ **Telephone**

☐ Fax

☐ Invited Outside System

☐ Other

● **Communication Details**

Type: Invitation

Date: 28-Jun-2021 10:45

Comments:

● **Other Details**

Other:

Select your communication method for the invitation. The **Date** field automatically will insert today's date and time, but you can amend this if necessary.

Click on **Finish**.

The **Inv** radio dials have now been changed to an icon resembling the selected communication method chosen for the invite.

As the method chosen in this example was telephone, we know that they will be attending. If the method was letter, for example, you will not be able to complete the next part of this process until you had responses back.

responded to the invitation

Chr	Inv	Ag	Con	Att	Pre	Rep	Min
	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	
			<input type="radio"/>	<input type="radio"/>	N/A	<input type="radio"/>	N/A
<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	N/A	<input type="radio"/>	N/A
<input type="radio"/>		<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	N/A	<input type="radio"/>	N/A

In this example, all invited people will be attending so we will click on the **Ag** radio dial on the **All Attendees** row. A pop-up will appear.

**Update Reply**

Save Cancel

● **Applicable to Multiple Attendees**

Role	Attendee
Sister	Sally Kettle
Mother	Kathy Kettle
Subject	Ben Kettle
Allocated Case Worker	Adam Brown

● **Attending**

☒ **Yes**

☐ No

Comments:

Save Cancel

Click on the radio dial next to **Yes** and then click on either of the **Save** buttons.



For this example, everyone invited attended the meeting. Click on the link underneath the table to **Mark all as Attended**. This will place ticks in the **Att** column of the table.

- ▶ Add Attendee
- ▶ Add Excluded Attendee
- ▶ Mark all as Attended
- ▶ Mark all as Not Attended

Back to our task list, click **Meeting Held – Write up Outcomes**

Task List

- ☒ Meeting Held - Write up Outcomes i
- ☐ Approve Recommendations and Minutes i
- (Mrs Gillian Watson)
- ☐ Complete Meeting i
- (Adam Brown)
- ☒ Schedule meeting

Update
Cancel
- Complete Pathway Plan - Review

**Update Pathway Plan - Review planned for 28-Jun-2021**

**Planned Meeting Details**

Statutory Due Date 29-Jul-2021  
Planned Meeting Date 28-Jun-2021

**Actual Meeting Details**

Actual Meeting Date

▶ Copy Planned Meeting Date

Delay Reason

**Planned date of next Review Pathway Plan**

Planned Date

Enter in the **Actual Meeting Date**. If the actual date is the same as the planned meeting date, you can click on the **Copy Planned Meeting Date** link and the date will be automatically input.

If the actual meeting date is different to the planned date, please enter a delay reason from the drop-down list. Click **Update**.

*Note that you can also add in the next planned date.*

**Copy Forward** - Before starting the Review you have the option to copy forward the answers from the listed previous Reviews. Select each of the Re (If you DO NOT want to copy forward any answers) click 'Start Blank' to begin the Review afresh.

Copy Forward Selected
Start Blank
No Filter applied
Update Filter
Clear Filter

**Copy Forward** - Copy answers forward from previous assessments

Created	Review	Started By
Kettle, Ben (16 years)		
<input checked="" type="checkbox"/> 15 months 4 weeks ago	Pathway Plan (Friday, 29 January 2021)	Adam Brown
<input checked="" type="checkbox"/> 5 months 4 weeks ago	Pathway Plan Needs Assessment (Friday, 29 January 2021)	Adam Brown

**Copy Forward Selected.**

Complete the form by inputting information within the sections on the left-hand side ensuring all mandatory fields are completed. Note that you can add case notes from within the form and you can also update who attended if you did not already complete this in the attendees table earlier. You cannot add new attendees from within this form though.

Once done, click **Finalise Review** from the top-right of your screen.

A task goes to your manager to approve the minutes. Once authorised, you should have a task in your tray to complete the meeting.

If necessary, you can attach any documents to the meeting by clicking on the link under the **Documents** heading.

Click **Complete Meeting** from the task list.

From the map, click on **Current Pathway Plan**.

Click on the **Start** button next to **Update Pathway Plan**.

Input a date and then click **Confirm**.

Click on the link to **Update Part One Form**.

Complete the form by inputting and updating information obtained from the plan review. Ensure all mandatory fields are completed. Note that you can add case notes from within the form

Once done, click **Finalise Record** from the top-right of your screen.

Click on the link to **Update Part Two Form**.

Complete the form by inputting and updating information obtained from the plan review. Ensure all mandatory fields are completed. Note that you can add case notes from within the form

Once done, click **Finalise Record** from the top-right of your screen.



### Update Pathway Plan

Active Task: Adam Brown (Reassign) Started: 30-Jun-2021 Due: unspecified

Update Pathway Plan Task Details No Other Children ▼

**What to do:** This Pathway Plan is a **draft revision** that requires you to complete and finalise its part one plan revision.

**Send for Authorisation**

**Plan Details**

Plan Summary

**Plan Details**

Plan Revision Pathway Plan v1.2  
Key Worker Adam Brown  
Status Draft  
Effective From 30-Jun-2021  
Effective To  
Created By Adam Brown - System Admin  
Creation Date 29-Jan-2021 13:56

**Actions**

- Administrative Actions
- Print View
- Print View Landscape

**Forms: Pathway Plan v1.2**

- View Part One Form (finalised)
- View Part Two Form (finalised)
- Amend

Click to **Send for Authorisation**.

Once your manager has authorised the plan, check your task tray for a task titled **Active Pathway Plan** and click on it.

From here, we could go to our next **Plan Review** by clicking on it from the map or we could choose one of the other options. Click the Start button next to **Finalise Pathway Plan**.

### Active Pathway Plan

Active Task: Adam Brown (Reassign) Started: 30-Jun-2021 Due: unspecified

Pathway Plan Decisions Task Details No Other Children ▼

**Outcomes**

		Date of Initiation or Completion
Review Pathway Plan	Active	<input type="radio"/> Today's Date
Update Pathway Plan	Restart (Assigned to Yourself)	<input checked="" type="radio"/> Other Date: <input type="text"/>
Finalise Pathway Plan	<b>Start</b> (Assigned to Mrs Gillian Watson)	Reason for Decision: (reset)
Transfer to Adult's Social Care	Start (Assigned to Yourself)	

**Previous Records**

Status	Description
Completed 30-Jun-2021	Pathway Plan v1.1 for Child: Ben Kettle Superseded
Active - Decisions	Pathway Plan v1.2 for Child: Ben Kettle Active

Input a date and then click **Confirm**.

### Active Pathway Plan

Active Task: Adam Brown (Reassign) Started: 29-Jun-2021

Pathway Plan Decisions Task Details

**Confirm** Cancel

**Update Pathway Plan** - You must confirm the following Date &

☒ Ben Kettle Update Pathway Plan (Assigned to Yourself)

**Date of Initiation or Completion:**

☐ Today's Date

☒ Other Date: 30-Jun-2021 (reset)

**Reason for Decision:** (reset)



This task goes to your manager to complete.

**Finalise Pathway Plan**

Active Task: Mrs Gillian Watson Pickup Started: 30-Jul-2021 Due: unspecified

[Finalise Pathway Plan](#) [Task Details](#) [No Other Children](#) ▼

**Plan Details**

Plan Revision: Pathway Plan v1.2  
Key Worker: Adam Brown  
Status: Active  
Effective From: 30-Jun-2021  
Effective To:  
Created By: Adam Brown - System Admin  
Creation Date: 29-Jan-2021 13:56

**Authorisation**

Plan Authoriser: ICS Administrator - LCS  
Authorisation State: Authorisation Granted  
Authorisation Date: 30-Jul-2021 13:34

**Actions**

- Administrative Actions
- Print View
- Print View Landscape

**Forms: Pathway Plan v1.2**

- View Part One Form (finalised)
- View Part Two Form (finalised)

Once your manager has finished their task, the pathway plan is completed.

**No Further Action - Pathway Plan**

Initiator: Adam Brown (Systems Trainer) Started: 30-Jun-2021 Completed: 30-Jun-2021

[No Further Action - Pathway Plan](#) [History](#) [No Other Children](#) ▼

**This task completes automatically**

[Back to: Finalise Pathway Plan](#)