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TYS Case Visit Recording Template

\*\*\* Always record visits as either “Home Visit” or “Meeting” \*\*\*

*(Guidance in italics under the headings)*

|  |  |
| --- | --- |
| **EHM Heading** |  |
| **Reason for contact** | **Purpose of visit, in line with TAF Plan?***(Which part of the action plan did this session relate to?)* |
|  |  |
| **Detailed Notes** | **How have things been since the last visit?***(Did the young person make any progress on the actions you talked about at the last visit?)***What did you do in this session?***Any resources and tools used**Visual observations of child/family/environment***Voice of the child***What did the young person themselves say or express in this session? (Worries, concerns, achievements, significant incidents/disclosures)* |
|  |  |
| **Analysis of information** | **Analysis of visit**1. *What does this all mean for the young person and do we need to update the plan?*
2. *What are their needs and strengths?*
3. *What was the impact of the session?*
4. *Work so far with the young person and where are they at in the Cycle of Change?*
 |
|  |  |
| **Management Decision** | **Leave blank** |
|  |  |
| **Action** | **SMART Future actions/who will complete/by when?***(What will be done before you next meet, and by who?)* |

Template last reviewed: February 2024

Reviewed by: Jan Smith – Service Manager – Targeted Youth Support Service

Next review date: October 2024