

Children first and at the heart of all we do

CHILDREN'S SERVICES

MASH – Non Agency Adoption Process Map

This process is to be followed when a referral is received by MASH for Non-Agency Adoption;

A request for Non Agency Adoption is received by MASH via telephone call or email (mash-referrals@dudley.gov.uk).



The MASH Admin or Social Worker creates an EHM Contact on the subject child only.

The family composition and basic demographics should be updated on the child's file within Liquid Logic.



The MASH Social Worker finalises the EHM Contact on the subject child and sends the Contact to the MASH Manager's Tray.



The MASH Manager should authorise the Contact and then open the Non Agency Adoption – Initial Assessment Form and re-assign to the Fostering Team Tray.

Within 1 working day.

NOTE - The 'Non agency adoption – Initial Assessment', is available within the 'Forms' tab on Liquid Logic.

Date: 20th May 2021

