



Internal Ref:	NELC-FOLL-001
Review date	August 2021
Version No.	V01.00

Liquidlogic – Forms

BACKGROUND INFORMATION	
Subject	Liquidlogic
Document Purpose	Training Guide
Reference and Version	NELC-FOLL-001
Target Audience	Liquidlogic Users
Author	Adam Brown
Last Review	10/08/2021
Copyright	North East Lincolnshire Council

Forms

Search for the child and go into their **Basic Demographics**.

Child: Jojo Ex 3 years 02-Jan-2018 (Ref: 2005955) Basic Demographics

Personal

- Personal
- Additional
- Identity
- Portal
- Photos
- Risks
- Individual's Factors
- Relationships
- Involvements
- CiN
- CP
- CLA
- Adoption
- Costs
- History
- Time Line
- Chronology
- Shared History
- Forms**
- Documents

Personal Details

Case Number: 2005955

Full Name: Jojo Ex

Gender: Female

Aliases:

Actual DOB: 02-Jan-2018

Age: 3 years

Status Details

Education / Work Status:

Marital Status:

Identifiers

Actions

- Update Details
- Mark this Record as a Duplicate
- View/Update Aliases
- Printable View
- Copy to Briefcase

Address

Primary Address: 06 Jan to present

Address History / U

Contact Meth

Add/Update Contac

Show Relevant Con

E-Mail

E-Mail

Click on **Forms**.

You will be able to view any completed forms by clicking on one from underneath the **Completed Forms** section.

Personal

- Personal
- Additional
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Start New Form

Start

Forms

Free Text Filter Go Reset

Draft Forms

Form Date	Form Type	User
11-Jan-2021 16:37	Z Michelle Training Form	Adam Brown - System Admin

Completed Forms

Form Date	Form Type	User
11-Jan-2021 11:40	Child/Young Person's Plan	Adam Brown - System Admin
08-Jan-2021 11:15	Child/Young Persons In Need Review Recommendations	Adam Brown - System Admin
07-Jan-2021 15:28	Child/Young Person's Plan	Adam Brown - System Admin
07-Jan-2021 14:00	C & F Assessment	Adam Brown - System Admin
07-Jan-2021 13:05	Referral Record	Adam Brown - System Admin

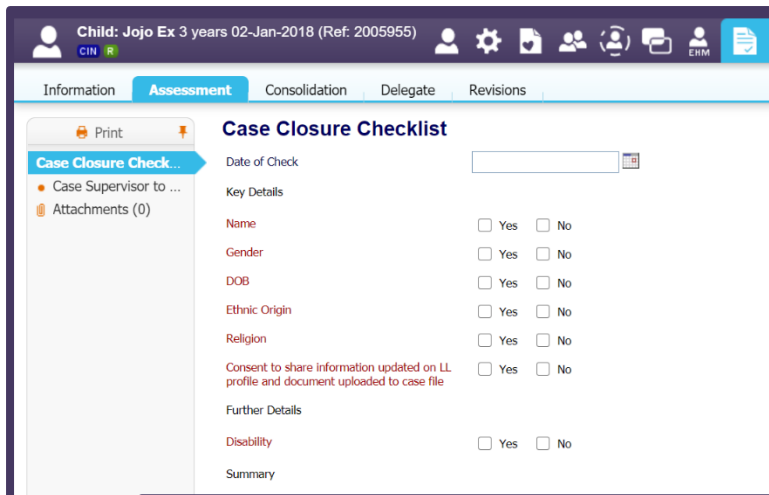
Cancelled Forms

None



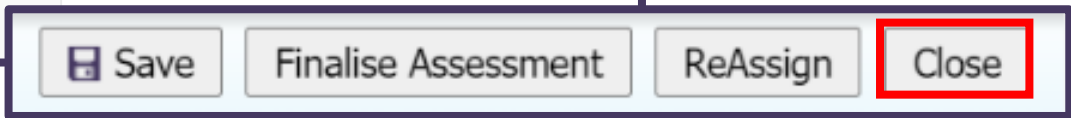
You can create a standalone form by selecting from the options in the drop-down menu and then clicking on the **Start** button.

The Case Closure Checklist has been selected for this demonstration.



As you can see, it is a similar layout to other forms.

If you have opened a new form but have realised that it is not the one you were after, you can click on the **Close** button within the form.



This will take you back to the **Forms** area for the child and you will see that the form you looked at, is now sat within the **Draft Forms** section. You can open it again and work through it. There will also be a task in your worktray for you to complete the form.

If you wanted to delete the form, please raise a service request.

