## SDQ PROCESS

**For CYP who are already looked after**
Independent Review Team to send out annually (Sept – Oct).

**Completed SDQs returned to Independent Review Team (IRT)**

**For CYP who are newly looked after**
- Raised at Placement Planning Meeting
- Completed for Second Review

(See SDQ Process – 1st time Entrants to Care

**Recorded and entered onto ICS by Brokerage. Monitoring of uncompleted forms**

**Receipt of SDQ recorded by IRT and forwarded to Brokerage.**
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Cumulative monthly update re new SDQs sent out in last period sent by IRT to Brokerage.

Brokerage to send monthly alerts to SW/TM for SDQs not returned. Brokerage to track.

**Score 15+**

**ICS automatically scores Carer SDQs**

**Score <15**

Brokerage to alert Social Worker, TM, LAC health and Independent Reviewing Officer

No further action unless subsequent issues arise. SW to record on ICS

Social Worker takes appropriate action based on score, impact and risk which may include the following:
- Discussion with Child/Young Person
- Discussion with carer
- Use of further screening tools
Risk Assessment Manual
- Informal consultation with CAMHS/Immediate CAMHS referral depending on severity of score, impact and risk
- Identifying appropriate support e.g. life story work with SW/ resilience building/counselling/ mentoring
- Discussion with IRO

Social Worker to send scored SDQ and any actions/outcomes to LAC Health Team as part of annual health assessment referral process

**CAMHS**
To provide paired SDQ scores to SW after 6-8 months/at end of treatment/intervention

Child's SW to load paired score onto ICS

**NON CAMHS**
TM/SW to keep under review the need for an updating SDQ outside of the annual cycle. If so:
SW to alert IRT
IRT to send
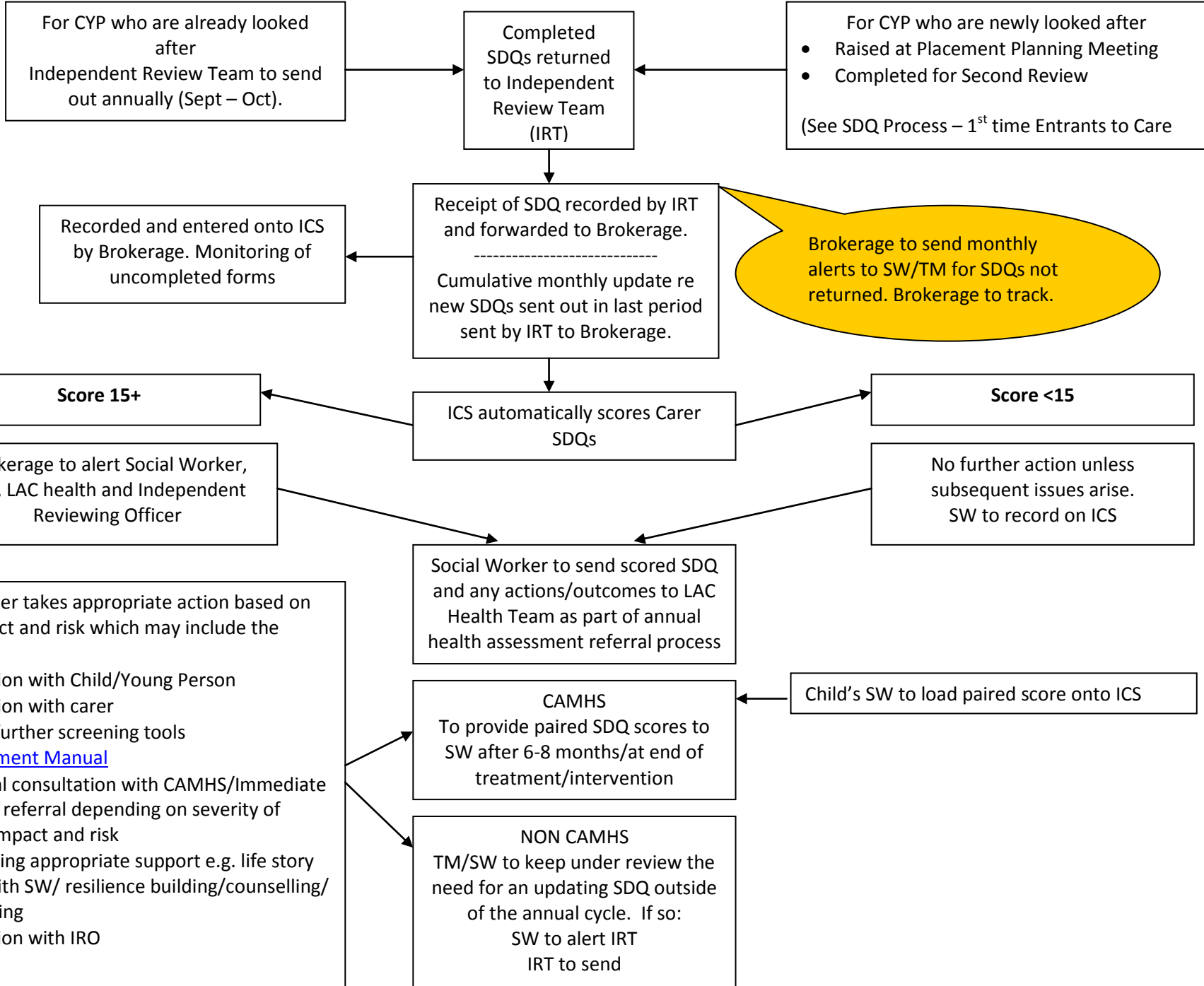
# SDQ Process - First Time Entrants To Care

**5 Working Days**
Placement Planning
Meeting

**20 Working Days**
Initial CLA Review

**16 Weeks**
2$^{nd}$ CLA Review

← **Social Worker Monitors SDQ Ensuring Completion By Week 16** →

SDQ Form
Given to Carer
by **Supervising
Social Worker**

**IRO monitors**
that the SDQ is
progressing

**Foster carer**
sends completed
form to
Brokerage
accommodation
team

Brokerage
Accommodation
Team

Record the
score and inform
Social worker
and enter on to
LCS /copy in
IRO

**IRO monitors**
that the SDQ is
completed