

HOMELESS 16-17 FLOWCHART

ROLES

NEXT STEPS MANAGERS:

- *Identify whether a YP meets the threshold for CIN assessment – homeless.
- *Allocate CIN assessment to Social Worker.
- *Record CIN checkpoint on Liquid Logic.
- *Ratify outcome / recommendation of CIN assessment.

NEXT STEPS SOCIAL WORKER:

- *Provide YP with information about CIN assessment and what this means.
- *Discuss options including Section 20.
- *Gain views from YP and family, wider support network.
- *Identify where YP may need support.
- *Visit as part of CIN process.
- *Complete CIN assessment – 45 days.
- *Complete any relevant paperwork.

PATHWAYS TEAM:

- *Provide weekly support visits to YP through duration of CIN or as directed by Social Worker.
- *Work alongside Social Worker to carry out direct work.
- *Record Pathways note on Liquid Logic.

LIQUID LOGIC

ICRT or Early Help contact Next Steps, Team Managers

IF THRESHOLD MET ↓

*ICRT send 'contact' as CIN homeless.
*ICRT send 'triage form'.
*Next Steps Management Direct Worker to start contact.

Contact recorded as CIN homeless then progress to referral.

DAY OF CONTACT / REFERRAL ↓

*Next Steps Duty or Pathways Team contact YP/ family.
*Ascertain current situation.
*Is accommodation required?
*Support YP to move if required.

Updated case note on Liquid Logic detailing – action taken including – accommodation, YP views, general overview and what will happen next. Whom, what, when?

WITHIN ONE DAY ↓

*Next Steps Management allocate CIN Assessment to Social Worker.
*Visit to be achieved within one day of allocation.
*Pathways Team support YP duration of CIN assessment.
*Homeless leaflet, CIN consent and independent visitor info provided.

CIN visits must be recorded on Liquid Logic. Detail received consent.
Detail given homeless leaflet, independent visitor information.

CIN ASSESSMENT COMMENCES ↓

*Social Worker carries out CIN Assessment.
*Liquid Logic must reflect CIN visits and check points 1, 10 and 15 days. **Young person must have been asked if they wish to become looked after- at these checkpoints.**
*Section 17 / Section 20 detailed on case

Discussion evidenced regarding Section 17 / Section 20.
YP's views / current situation.
Pathways case notes recorded.

CIN COMPLETE ↓

Recommendations
*Remain Section 17 with CIN plan until 18.
*Initiate Section 20-(This can be completed at any point during the CIN assessment as requested by YP)
*Case closed/refer to another team.

*Closure summary recorded.
*Case Summary updated
And / or
*Authorise Section 20 with Strategic Manager and then attend next Legal Gateway Panel.
*Open as CIN plan

Send closure letter
Gain feedback from Young Person regarding service (MOMO or questionnaire)