

Monitoring Form Notes

New Clients Forms

Referring Agency

Educational LEA	Educational Psychologist referral from School Inclusion Team or other educational service other than School or Educational Psychologist
YOT Internal	referral via YOT Drugs Worker
YOT External	referral via YOT Worker (not Drugs Worker)

Looked After

In foster care, placed in accommodation by social services before the age of sixteen, in residential or community home

Allocated Social Worker

Young Person currently has a named worker within Children and Families Service

Primary Drug

Refers to main drug use as defined by client rather than drug on referral (if different). If two drugs are defined as primary drug, should be included in this section but reference also made in narrative

Drugs used in last 6 months

Refers to any drugs used less than daily in the last 6 months, or any drug used less frequently than the primary drug.

YOT Orders within last 12 Months

Any orders that have been completed by the client in the last twelve months

Current Accommodation

Rented	Living independently in paid accommodation
Sofa Surfing	staying with friends and/or associates on a temporary basis
Secure	Secure accommodation i.e. on order from court
Bed and Breakfast	Temporary paid accommodation without rental agreement
Hostel	Temporary accommodation without rental agreement but with payment from housing and/or social services
Supported Residential	Accommodation specifically allocated for additional support i.e. Coram Children/Community home, Short Term Unit, Respite Care,

Other professionals currently engaged

CiN	Children in Need
LEA	Local Education Authority
YOT	Youth Offending Team

This section includes all professionals working with Impact Clients including those engaged as a result of Impact Care Plan

Initial Assessment within two weeks of referral

All Young People referred to the Impact Project MUST receive an initial appointment for assessment within two weeks of the initial referral.

If this does not occur, please detail in narrative

Exit

Please list reasons for Young People ending contact with the service

Onward Referral

Please list agencies to which a referral is made at the end of contact with Young Person. If contact with other professionals is whilst client is still with Impact, please list in section for professionals currently engaged.

Group Sessions**One off awareness raising**

Sessions that include a set programme of activities and are provided ad hoc to organisations on one occasion

Series awareness raising

Sessions that include a set programme of activities these activities are delivered over a series of separate sessions to the same group i.e. DAT training programme

Satellite

An Impact Worker is present during an open session within another service. Although no specific programme of activities is set, the Impact Worker is available to support individual or group work in this setting according to the needs of the service and its clients.

Within this section should be included any clients who attend the Impact drop in and are NOT include elsewhere on the monitoring form

Organisation for

Organisation requesting session

Nature of request

How was the referral made to Impact

Target Group

Who will be attending the session

Joint Session

Was the session DELIVERED in partnership with another organisation?

Evaluation

Was an evaluation conducted at the session?

An evaluation can be conducted with staff as well as Young People

Attach – refers to narrative section, where key points should be included

Key Points

Aim to develop this section to include any key themes of group session evaluations, possibly at later stage when such themes become clearer.

Individual Referrals

Young People referred to another service as a result of session/s

Total no. of sessions agreed

Number of sessions required to complete programme and agreed with organisation requesting session/s

No of sessions completed this quarter

Number or percentage of total sessions agreed to complete a programme that is carried out within the quarter.

Narrative Tier Three

Reasons for Referrals

Summary of reasons that organisations make referrals on behalf of potential clients within the quarter

Prescribed drugs comments

Notification of any misuse of prescribed drugs and any patterns of increased illicit availability of types of prescribed medication. Description of any patterns of licit use of prescribed drugs.

Mental Health Substance Use Issues

Comments re any “dual diagnosis” issues for client group and contact with mental health services

Changes in Offending Behaviour

Comments about patterns, trends and correlative relationships between substance use and offending behaviour

Management/Strategic Issues

Service issues relating to practice, pressures and joint working etc.

Waiting lists

Notification of any waiting times and/or delays in initial assessments

Narrative Tier Two/BME

Reasons for Requests

Specific issues that may have arisen for an organisation that led to awareness raising/satellite session.

Key issues arising

Any management or operational issues that arise as a result of the sessions

Key points from evaluation

List any key themes from sessions that may impact on future work or relate to practice

Attitudinal changes/local knowledge/patterns

Any patterns, trends, local concerns that have arisen from group sessions, or from staff requesting sessions

Waiting Lists

Notification of any waiting times and/or delays from request to agreement to deliver