Liverpool protocol for Single Assessment
Appendix One

Liverpool Single Assessment Process – Flow Chart One

Single Assessment completed in line with local protocol, including a decision on course of action within one working day of referral followed by a timely assessment based on the needs of the child within 45 working days of the point of referral into LA children’s social care

Feedback to referrer

Social Worker discusses next steps including review/decision points with child, family and colleagues. Team leader review at 10 days from referral and insert date. Child at home been seen.

Social worker with family/other professionals agrees next steps within 45 working days e.g could agree the Children in Need (CIN) plan or Child Protection (CP) plan. Coordinates provision of appropriate services. If CIN plan, social worker to convene CIN planning meeting and complete CIN review plan exemplar by 35 days

Assessment continues; services provided if appropriate

Team Leader to Review at 35 days

Review plan and outcomes for child and when appropriate refer to non-statutory services e.g “step down” or refer for section 47 enquiries or close the case. If CIN, review and update exemplar plan every 6 weeks

Child in Need

Single Assessment led by social worker, other professionals contribute. Team Leaders inputs allocation plan and sets timescale for child to be seen.

See flow chart 2

No actual or likely significant harm

Actual or likely significant harm

Suspect significant harm

No LA children’s social care required but other action may be necessary e.g. onward referral for help to child and family; referral for an Early Help Assessment

Close or Step Down

Social Worker discusses next steps including review/decision points with child, family and colleagues. Team leader review at 10 days from referral and insert date. Child at home been seen.

No actual or likely significant harm

Assessment continues; services provided if appropriate

Social Worker discusses next steps including review/decision points with child, family and colleagues. Team leader review at 10 days from referral and insert date. Child at home been seen.