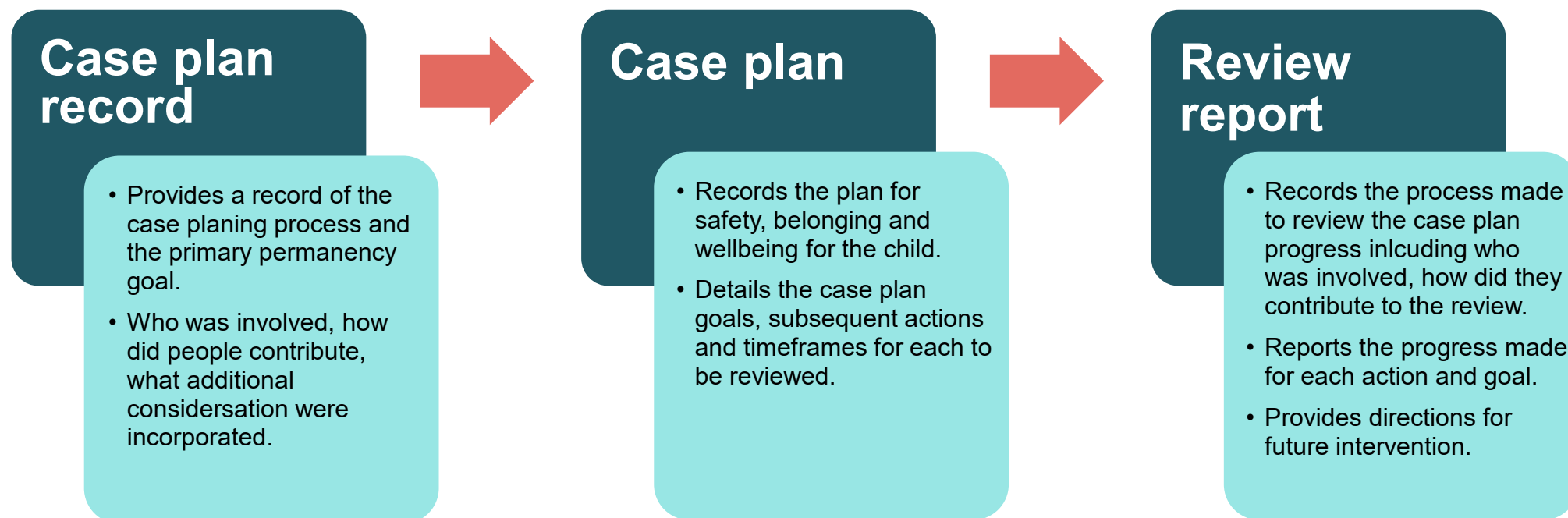


Fact sheet: Case planning changes in Unify

Case planning forms in Unify

Unify has updated how case planning is recorded and now provides the following three forms to capture the case planning process and outcomes.



The case planning process (including family group meeting) which occurs prior to recording a case plan remains unchanged. These changes only impact how the information is recorded within the forms in Unify.

Case plan record

The case plan record will document the planning process used to develop the case plan for a child. The form includes:

- the participants, their role and type of involvement
- the purpose of this planning process (initial case plan development or review of case plan)
- purpose of the case plan (the harm and worry statements)
- the primary permanency goal (case plan goal)
- details of the meeting(s) held
- details of all attempted meetings
- considerations made for family mapping, promoting cultural connectiveness, Transition to Adulthood or other additional considerations.

NOTE: Meeting details in the current ICMS *case plan* form will now be recorded in the *Case plan record* form in Unify.

Unify saves time with the following features:

- Importing the primary permanency goal, date of the family group meeting and participants into the *case plan* form.
- Option to duplicate the *case plan record* form to linked siblings' Ongoing Intervention cycles for their case planning.

Case plan

The *case plan* form in Unify encourages collaboration with children and families to focus on their future by achieving agreed goals. The form has been improved to:

- support creativity enabling personalisation to meet a specific child and family's needs
- embed the safety and support network in their support of case plan goals and actions
- capture the views and wishes of those the case plan is for
- promote the child's culture by providing the details of planned actions to develop and maintain the child's connection clearly.

The structure of the *case plan* form has changed. The below table details the new structure along with what each section involves.

Case plan section	Details
Optional box	Place to include text and images to personalise and tailor a case plan to foster deeper connection and ownership of the plan.
Participants supporting the case plan	List everyone involved - the child, their family members and their safety and support network members who are supporting the case plan.
Date case plan developed	The date the family group meeting was held, or the date the case plan was developed.
Primary permanency goal	The primary goal that best supports physical, relational and legal permanency for the child. The goals remain the same, however, some have been rewritten to support understanding by those receiving the case plan. The goals are – <i>Child safe at home</i> , <i>Return to live with a parent</i> , <i>Safety and stability in long term care</i> , <i>Other permanency option</i> and <i>Young person lives independently</i> .
Child, young person views and wishes	Capturing the views and wishes of the child for what they are seeking related to the case planning process. Images can be added.
Parent, significant person/carer views and wishes	Capturing the views and wishes of the parent, carer or significant persons related to the case planning process. Images can be added.
Safe care and connection: Cultural identity, belonging and connection for an Aboriginal and Torres Strait Islander child	The cultural support plan for an Aboriginal and Torres Strait Islander child is located earlier in the case plan and includes the option to include Delegated Authority arrangements when these are established. Records how the child will remain connected to culture. Images can be added.
Cultural/ethnic/religious identity, belonging and connection for a child who is culturally and linguistically diverse (CALD)	The cultural support plan for a child who is culturally and linguistically diverse (CALD) or whose religious protocols and practices are to be included is located earlier in the case plan and outlines how the child will remain connected to their culture. Images can be added.
Family connection	Outlines how the child will remain connected to their family (family time arrangements, kin exploration/placement). Images can be added.
Plan for safety, belonging and wellbeing	<p>The goal statement has been redefined to answer two questions:</p> <ul style="list-style-type: none"> • What needs to be achieved? • How will we know it has been achieved? <p>The statements are developed to directly address each risk of harm identified and capture:</p> <ul style="list-style-type: none"> • who the goal relates to • the specific vision for future safety, belonging and wellbeing for the child (what will the child experience when the goal is achieved) • what actions the person will take to progress the goal (and address the identified worry statement) • the required timeframe for demonstrating and maintaining the changes for Child Safety to be confident the change will be maintained
Alternate permanency goal	This section requires the concurrent planning to be listed, to ensure an alternative permanency goal is progressed alongside the actions for a child whose primary goal is <i>Return to live with a parent</i> .
Resources	This section remains the same and identifies any financial commitments made to support the primary permanency goal being achieved and maintained.
Case plan timeframe	The timeframe remains the same to identify when the case plan will be reviewed.

Goal statement examples

What needs to be achieved?

Karen and David will work with Child Safety to change when and how they drink alcohol and smoke marijuana to be sure someone else is caring for Caitlin at these times.

Child Safety needs to see the Karen and David making these alternative care arrangements consistently for Caitlin for a period of 6 months to be confident they will continue to do this for Caitlin, once Child Safety intervention ends.

How will we know it has been achieved?

- Caitlin will only be cared for by people who are not affected by drugs or alcohol and who everyone (Karen, David, Caitlin, Child Safety and the network) agrees are safe people for Caitlin.
- Caitlin will have a parent who prioritises Caitlin needs, is present and available and who provides a child-proofed home.
- Caitlin will be receiving all the love, care and attention she needs to grow and develop properly. This will include Caitlin's vocabulary growing, she will toilet train and engage in doing daily tasks independently (dress herself, helps with simple chores) and we will see her confidence to explore grow.

What needs to be achieved?

Tiarna needs to be able to manage her mental health symptoms of depression and anxiety which can limit her ability to meet the needs of Henry and Josiah, including being present to play with them, feed and bath them, show them love and connection so they feel loved, safe and secure.

How will we know it has been achieved?

Tiarna will work with her mother Hazel, GP Dr Roses and counsellor Marissa at Wesley Mission to support her to manage the symptoms of using medication. Tiarna will have regular conversations with Dr Roses, her counsellor (Marissa) and her mother (Hazel). Tiarna will ask her mother Hazel for practical help with Henry and Josiah. Tiarna will demonstrate she is confident, stable and feeling good by playing, interacting and responding to Henry and Josiah's changing needs on a daily basis.

Print views

Unify will continue to have a *Departmental/Court* and *Family* print view. Use the *Family* print view to provide copies to children and family members.

When recording the case plan in Unify, specific sections now contain the option to select the specific person the content relates to. By using these selections, additional print views will be enabled. This includes *Mother*, *Father*, *Child/Young person* and *Carer*. Use these additional print views only to support the safety and wellbeing of a person when the case plan is to be shared to participants in the case plan. For example, when significant risk factors of domestic and family violence have been identified.

Record of removed elements

Information that is no longer captured in the *case plan* form in Unify will be recorded in other forms supporting the case planning process

Information that has been moved	Where to record this in Unify
Family group meeting information	<i>Case plan record</i> form
Harm and worry statements	<i>Case plan record</i> form
Complicating factors/what's working well	Child and parental strengths and needs assessments (shown as CSNA and PSNA) Collaborative Assessment and Planning tool
Child health passport, schooling arrangements and transition to adulthood	Child strengths and needs and recorded as case plan goals and actions when these are identified as a child's need.

Review report changes

The following aspects will be reviewed in individual sections of the *review report* in Unify:

- case plan goal statements will be reviewed within the section, *Planning for safety, belonging and wellbeing*
- cultural and family connection
- when applicable for a child subject to a long-term guardianship order to the chief executive (*Child Protection Act* section 51VAA), additional sections will populate for review.

Long-term guardianship to a suitable person / Permanent care order case plan changes

Unify has one form, *Case plan—long-term guardian/permanent guardian* which meets the recording requirements for both of these types of orders. The case plan sections are similar in design to the standard case plan and includes some modifications to the *plan for safety, belonging and wellbeing* section.

When users select the relevant child protection order for a child in Unify, the *case plan* sections automatically adjust to suit.

- **Permanent care order:** The section *date of review* is removed, and no court outcome form is generated once the case plan is approved.
- **Long-term guardian to a suitable person:** Identifying additional support needs section and date of next contact are added.

Annual contact with a child with a long-term guardian

In Unify, the annual contact with a child subject to a child protection order granting long-term guardianship to a suitable person is recorded in *Contact Report – LTG-O*. Where a review of the case plan is requested or endorsed, the *Review report* for the case plan can be generated.

