

**Haringey Youth Justice Service
CASE MANAGEMENT QUALITY ASSURANCE CHECKLIST**

Name of Young Person: D.O.B: Age : Gender: Ethnicity: Offence/s:	Case Manager: Team Manager: QA completed by: Date: Officer notified:
Most recent ASSET Plus Stage: Modules:	Current Ratings: LoR: ROSH: S & W:
Current Order / Intervention Type:	Scaled Approach Level:

ASSESSMENT	Yes	No
Has the appropriate stage been completed in relation to the current order?	<input type="checkbox"/>	<input type="checkbox"/>
Have the appropriate modules been completed?	<input type="checkbox"/>	<input type="checkbox"/>
Has Asset Plus been appropriately reviewed?	<input type="checkbox"/>	<input type="checkbox"/>
Is the most recent stage complete?	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
Core Record	<input type="checkbox"/>	<input type="checkbox"/>
Is sufficient information included in respect of the young person?	<input type="checkbox"/>	<input type="checkbox"/>
Is sufficient information included regarding offending and anti-social behaviour?	<input type="checkbox"/>	<input type="checkbox"/>
Is the Alerts and Flags section adequately completed?	<input type="checkbox"/>	<input type="checkbox"/>
If no, what improvements are required?	<input type="checkbox"/>	<input type="checkbox"/>

INFORMATION GATHERING		
Is the Offending and Anti-social Behaviour section completed adequately, including the identification of 'Episodes'?		
Is sufficient information recorded in relation to Personal, Family and Social Factors?		
Is the Foundations for Change section completed, including the Identification of factors for and against desistance?		
Have young person and parent / carer Self Assessments been completed?		
If no, what improvements are required?		
Explanations and Conclusions		
Has the Understanding Behaviour section been completed including significant life events and factors affecting desistance?		
Has the Future Behaviour section been completed including an indication of ROSH and the matrix of indicators?		
Has the Safety and Well Being section been completed with adequate information including completion of the Matrix of Indicators?		
Have self assessments been taken account of and informed the analysis of the assessor?		
Has the E&C section been countersigned by a manager?		
If no, what improvements are required?		
PATHWAYS AND PLANNING		
Key areas of Intervention are clearly identified and responsive to the assessed levels of risk?		
Intervention planning is reflective of assessed areas of need for the young Person?		
Intervention planning is reflective of the risk and assessed scaled approach level?		
Intervention planning is reflective of all of the young persons needs as identified in the assessment?		
Intervention planning contains appropriate and realistic targets for the young Person?		

Intervention planning has appropriate sequencing of interventions for the young person?		
Intervention Planning addresses the assessed likelihood of reoffending?		
Intervention planning appropriately addresses safety and wellbeing Concerns?		
Intervention planning addresses risk of serious harm concerns?		
Have resources been clearly identified that can deliver the interventions?		
Are gaps in resources clearly identified and acknowledged?		
Intervention planning takes account of diversity issues for the young Person?		
Intervention planning addresses barriers to engagement and compliance?		
Intervention planning builds on factors for desistance identified in the assessment?		
Intervention planning takes account of factors against desistance identified in the assessment?		
The young person has been involved in the intervention planning process?		
Parent / Carers have been involved in the intervention planning process?		
YJS specialists have been involved in the Intervention Planning process?		
Intervention planning involves all appropriate external agencies including the need for appropriate information sharing?		
Intervention planning contains an appropriate level of contingency Planning		
Intervention planning is written in a young person 'friendly' style?		
Evidence of an Intervention Planning meeting having taken place within 10 days of sentence?		
The young person has a received a copy of 'The Plan'?		
If no what improvements are required?		
DELIVERY		
Have appropriate referrals been made to relevant partners / providers?		
Have interventions been delivered in accordance with the plan?		
Are face to face contacts in line with the assessed levels of risk and scaled approach?		
Has the intervention plan been delivered in line with National Standards?		
Has the assessment and plan been appropriately reviewed?		
Has the case been referred to the Risk Management Panel?		

Have appropriate changes in circumstances been responded to appropriately?		
Is there evidence of effective management oversight including appropriate timescales and follow up monitoring of actions?		
If no what actions are required?		
OUTCOMES		
Have levels of risk been reduced in this case?		
Have positive outcomes been achieved in this case?		
What has worked well in this case?		
Comment:		
What priorities still need to be achieved in this case?		
Comment:		
What actions are required?		
QUALITY ASSURANCE JUDGEMENT		
Is the assessment of sufficient quality?		
If no, what amendments are required?		
Comment: Please include timescales for amendments!		

Is the Intervention Plan of sufficient quality?		
If no, what amendments are required?		
Comment: Please include timescales for amendments!		
Has the delivery of Interventions been of sufficient quality in this case?		
If no, what amendments are required?		
PRIORITY TASKS: Please include timescales for amendments!		

Date:	Signed
Name:	Position: