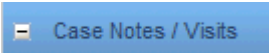


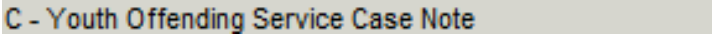





Centre for Professional Practice

Practice Briefing Note

Title:	Youth Offending Service Case Note Type
Effective From:	22/02/2018
Practice Note:	<p>Following a Business Development change request from the Youth Offending Service team. An additional case note titled 'Youth Offending Service Case Note' has now been added to CCM and is live.</p> <p>To add this case note type:</p> <ul style="list-style-type: none"> ➤ Click , select  ➤ Under Note/Visit Type drop down click the down arrow  ➤ Here you will now be able to select  ➤ Next input date of Case note ➤ Enter Received time ➤ Enter Headline (Title of the event) ➤ Notes (enter details of your case note) ➤ Once this is fully completed click 
Reason:	Change request as Adoption previously did not have a case note type relating to their service
Adopted at:	Business Development Group
Authorised by:	Darren Shaw (PSW)
Date:	22/02/2018
Review Date:	22/02/2019
Reference No:	0021/2018/ CPP

