**Assessment – Good practice guidance**

South Gloucestershire is committed to implementing the Signs of Safety (SOS) approach as our core, multi-agency approach to working with families and managing risk where children are in need of early help and protection. Signs of Safety provides an evidence-based approach to assessment, planning, intervention and review that is based on a genuine partnership with children and families, one in which practitioners balance needs and risks with family strengths.

SOS does not take us away from the fundamentals of a SW assessment, specifically the Framework for Assessment (2000). The domains of the triangle remain at the core of the assessment and should be being used to work through the assessment and analysis. The Framework for Assessment (2000) can be found here: <https://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/Framework%20for%20the%20assessment%20of%20children%20in%20need%20and%20their%20families.pdf>

This guidance should be read in conjunction with the Assessment Tool Kit located on TriX: <http://www.proceduresonline.com/southglos/cs//user_controlled_lcms_area/uploaded_files/PRACTICE%20TOOLKIT%20FOR%20ASSESSMENTS%20-%20JAN%202019.docx>

The Decision Making and Timescales 2019 document located on TriX:

<http://www.proceduresonline.com/southglos/cs//user_controlled_lcms_area/uploaded_files/Decision%20making%20doc%20-%20V.3%2001.07.19%20Final%20agreed.docx>

And the Core Standards located on TriX:

[Core Standards 2018 (proceduresonline.com)](http://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/Core%20Standards.pdf)

This Assessment Good Practice Guidance emphasises minimum standards for every assessment not a mandatory framework to be applied to all assessments. Each family has their own level of need and it is each individual family’s need level that drive the standards of what a good assessment would look like for that family. These standards should never be less than detailed below but in many cases may require higher standards to address the need.

**Consent**

* All assessments are accompanied by a signed consent form which is completed with parents on the first SW visit and uploaded onto the child’s file with a corresponding case note. The consent form can be found here: <http://www.proceduresonline.com/southglos/cs//user_controlled_lcms_area/uploaded_files/parental%20Consent%20for%20Assessment.docx>

**Assessment Timescales: Core Standard 3**

* The start date of an assessment is the referral date.
* All assessment timescales must be initially set at 20 days.
* All assessments must be completed within 20 days or during the 10 day Management Oversight the Team Manager must use S2 of the Child and Family Assessment and Plan to alter the timescales ensuring that they add the date this was reviewed and a reason for extending the assessment timescale in this section.
* If an assessment’s timescale is changed the TM must include in their reasoning:
	+ Confirmation child was seen, date and that visit record is completed.
	+ Interim analysis making specific reference to interim safety planning and reason for extension
	+ Outstanding actions to be completed

**Visiting Timescales: Core Standards 2 & 3**

* All visits must be recorded in the visit episode on MOSAIC and not in case notes.
* The first visit undertaken to a child must take place at a minimum within 3 working days of the Assessment start date.
* If a child is not seen within 3 working days of the Assessment start date then the TM must add a Management Decision into case notes. This must include:
	+ Analysis – In relation to the risk posed to the child by not being seen within these timescales
	+ Plan - Including timescales of how child will be seen
* If there is a risk of significant harm then the child should be seen within the working day.
* Every child with an open Child and Family Assessment and Plan must be visited at a minimum of every 10 working days.
* A Child and Family Assessment and Plan should not be finalised by a TM if the child has not been seen within the last 10 days.
* In **exceptional** circumstances where a child has not been seen within 10 days the TM is able to use their discretion as to whether it is in a child and family’s best interest for another visit to take place to enable the Child and Family Assessment and Plan to be signed off. If it is assessed by that TM as not in their best interest then a Management Decision must be added into case notes recording this.
* The expectation is that children are seen alone at every Social Work visit
* The Record of Assessment visit must record whether the child was seen alone or not. If the child was not seen alone the reason for this must be stated.
* If a SW is unable to see a child alone they must notify their TM at the latest the next working day and a management case note must be added which will include:
	+ Analysis - in relation to risk of child not being seen alone
	+ Plan - including timescales to progress child being seen alone

**Management oversight: Core Standard 9 & 10**

* TM to add a Management Decision in case notes upon case allocation. This to include:
	+ Initial analysis
	+ Actions with set timescales.
* TM to complete a 10 day initial case review by adding a Management Decision in case notes no later than 10 working days after an assessment has begun. This to include:
	+ Confirmation child was seen
	+ Initial analysis and risk assessment
	+ Plan for outstanding work/actions
	+ Assessment timescale to be reviewed and if more than 20 days required TM to alter timescales in S2 of the Child Assessment and Plan as set out above under Assessment Timescales.
* TM to complete a 5 day case review when a S47 is underway by adding a Management Decision in case notes no later than 5 days after the date of the strategy discussion. This to include:
	+ Analysis of risk and whether CP concerns substantiated
	+ Confirm safety plan has been completed with child & family if relevant
	+ Consideration of progression to ICPCC
	+ Further action with timescales
* Any child who is open for longer than a month in a Response Team to have a Supervision recorded in case notes. This to be completed on the supervision template.
* Supervision must then occur every month
* Management Decisions must be recorded in case notes at significant points and as and when being completed.
* Management oversight is required in the Child and Family Assessment and Plan and the Record of Outcome of S47 Enquiries which should include the TM rationale for the decision. It must be noted that ‘Agree with Social Worker’s Assessment’ is not an acceptable record of the managers decision, and the record must show why the manager has made the decision they have made.

**Chronologies: Core Standard 3**

* All assessments must be accompanied by a chronology
* These will be completed with the family and look at their self-identified key dates/periods in their life not only times they have come to the attention of services. See guidance below.
* Child and Family Assessment and Plans need to reference and evidence that the chronology/family history has informed assessment and analysis.
* The template can be found here: <http://www.proceduresonline.com/southglos/cs//user_controlled_lcms_area/uploaded_files/Chronology%20Template.docx>
* Good practice guidance on chronologies can be found at: <http://www.proceduresonline.com/southglos/cs//user_controlled_lcms_area/uploaded_files/Guidance%20on%20chronologies%20v5.docx>

**Genograms: Core Standard 3**

* All assessments should be accompanied by a genogram which has been completed with the family. This should be completed on the first SW visit or within 10 working days of the Assessment commencing.
* As work on the genogram progresses SW will need to review the consent form (see above) with the parents to confirm whether consent to contact identified family/friends is given or not. SW should try to obtain identifying details of family members’ including full names, DOB/approximate age, address/area where they live and a contact telephone number. In addition SW should ascertain the frequency of contact and level/type of support they offer the family.
* SW will need to ensure MOSAIC is updated to reflect identified family/friendship links
* Guidance on genograms can be found here: <http://www.proceduresonline.com/southglos/cs//user_controlled_lcms_area/uploaded_files/PRATIC%20TIP%20%20%20GENOGRAMS%20AS%20A%20WORKING%20TOOL.docx>

**Multi Agency working: Core Standard 8**

* Assessments must contain up to date information from all relevant partner agencies.
* The consent form (see above) should list agencies that need to be contacted.
* If parents do not consent to all relevant agencies the SW must alert the TM within one working day. The TM must add a management decision onto case notes including the following:
	+ Analysis of impact on risk due to information gap
* If parents do not consent to certain agencies this should be made clear in the assessment with an analysis of the impact this information gap has on the final analysis.
* All agencies working with or with relevant information to be listed in S2 of the Child and Family Assessment and Plan under “Agencies currently and previously involved with the child and family”. All five headings to be completed.
* The information provided should be detailed in S5 under the views of the Network section.
* No information from partner agencies should be copied and pasted into the assessment form. If there is a relevant sentence this can be included in quotation marks, but in general their information should be paraphrased and relevance analysed by SW in the assessment.
* At a minimum assessments should contain checks from – Children’s social care (inc. any other relevant Local Authority), health and education.

**Direct work with children: Core Standard 2**

* The child’s voice and their wishes and feelings is the corner stone of a good assessment and should clearly inform if not underpin the final analysis and plan.
* It is important that children are given permission to share their feelings about the referral information and therefore we must be clear with them why we are involved.
* Every child must receive a “What is a Social Worker” words and pictures or if this is assessed as not relevant for their age/level of understanding then confirmation that this has been discussed is recorded in the first Record of Assessment Visit.
* “What is a Social Worker” can be found on the K drive: K:\integrated services\Children's Services Practice\SIGNS OF SAFETY Good practice examples\Words and Pictures examples\Introduction stories
* Every child who will be transferring from Response onto long term services should have a basic words and pictures, which is used as a tool to explain the referral concerns and reason for ongoing intervention.
* Guidance on words and pictures can be found here: <http://www.proceduresonline.com/southglos/cs//user_controlled_lcms_area/uploaded_files/words%20and%20pictures%20guide.docx>
* It is important that if using the child’s words in the assessment these are put in quotation marks and are exact.
* Lots of tools to facilitate direct work with children and young people can be found on Tri X in the SOS and Direct work sections: <https://southgloscs.proceduresonline.com/chapters/docs_library.html#assess_plan>
* SWs must list in S5 under the Child’s Voice what tools they have used whilst working with the child.

**A good analysis/risk assessment: Core standard 1 & 3**

* The purpose of an assessment is to very clearly describe the needs of the child and family setting them out clearly in the danger statements and safety goals. A good analysis should evidence how these needs have been identified and the impact that these needs have on the child and their family.
* Assessments must be underpinned by evidenced based practice to enable a good assessment. There are many recognised tools to inform assessment and analysis work which can be found on Tri X. Consideration to using these tools to be given at allocation, during supervision or general management oversight of an assessment
* These tools can be found here: <https://southgloscs.proceduresonline.com/chapters/docs_library.html#assess_plan>
* SWs should bring their analysis together in S7 of the Child and Family Assessment and Plan detailing this in the Overall Safety Scale subsection under Case Scale Reason.
* All families should be supported to develop a family safety plan in response to the identified needs. This should be a written document which all relevant parties have and its ability to address needs analysed in the assessment.
* If a SW is considering referral onwards to another service e.g. preventative services, it is good practice to seek the views of the practitioners in that services prior to making the recommendation and to record this conversation in case notes.
* A good analysis/risk assessment will culminate in a clear outcome. This outcome should reference and state rationale against the Threshold Document. Clearly determining who the recommended lead professional should be e.g. If the outcome is a CIN Plan the lead professional will be a SW.

**Plans: Core Standard 5 & 7**

* If assessments conclude further support is needed, whether from children’s social care or preventative services/early help, a skeleton plan as a minimum needs to be developed by the Social Worker enabling the receiving team to further develop the service provision. This plan will be based upon the needs which have been identified in the assessment and not on a description of service provision.
* It is important that the assessing Social Worker is clear about the needs that they have identified and the desired outcomes. A plan action for example which says “a family to be supported through a child in need plan” does not enable a family to understand what the need is or what change would look like, neither does it enable the receiving worker to understand what is needed from them to support the child and family to achieve change.
* All assessments where any need is identified which would be the majority of assessments should culminate in a suggested plan even if the outcome is closure to Children’s Social Care as the plan should act as support for the family and or other agencies to address the assessed needs.

**Record of Outcome of S47 Enquiries – specific guidance**

* At present the actions from the Strategy Discussion do not automatically copy into the Record of Outcome of S47 Enquiries. This is due to data protection. The SW must go into the Strategy Discussion episode and copy these actions into the Record of Outcome of S47 Enquiries in the Outcomes of actions and enquiries section. The SWs must then provide an outcome for every action set.
* SWs must not rely on the agency checks which were gathered at the Strategy Meeting. The expectation is that SW undertakes updated agency checks as due to the nature of the S47 investigation information can change rapidly.
* No information must be copy and pasted into a S47 document as stated above agency checks must be summarised by the SW and relevance analysed. However, any specific wording or crucial sentences can be quoted.

**Recording: Core Standard 2**

A good assessment is underpinned by good recordings as this is the evidence base on which an assessment sits. The expectations of recording timeliness are set out below:

* The standard for recording of all visits and other contact with the child or their family, significant information from others, any changes and decisions on the child’s record is within 1 working day.
* Management decisions that address immediate risk of harm or have a regulatory mandate must always be recorded on the child’s case record on the same working day.
* Information that indicates the child is at risk of significant harm must always be recorded on the child’s case record on the same working day.
* A significant change that impacts on the child must always be recorded on the same working day on the child’s record (e.g. change of carer/address/legal status/admission to hospital).
* The only exception to this standard for when there is immediate risk or a significant change is if the activity takes place at a time when it is not reasonably possible for a manager or a worker to access the child’s case records. At such times out of hours, the manager/worker must contact the Out of Hours Team by phone/e-mail to relay the information and then record it on the next working day.
* When it is not possible to record all other activity or changes within 1 working day the maximum timescale is within 3 working days of the action to be recorded. This is because it is important for the child or young person’s story to be as up-to-date and accurate as possible in their case record so that anyone who needs to can be aware of their circumstances and take the right actions. Their story being up-to-date and accurate is part of our safety net for the child or young person and enables good decisions to be made.

**Children in specific circumstances: Guidance and tools**

There is a wealth of information on Tri X which provides additional guidance for SWs when assessing children in specific circumstances. This includes relevant polices, guidance and processes but also tools and practice tips to assist SWs. These can all be found by following the link below:

[Documents Library (proceduresonline.com)](https://southgloscs.proceduresonline.com/chapters/docs_library.html)

The below is **NOT** an exhaustive list of the information which can be found on Tri X but it highlights the main guidance/polices and tools available. It is recommended that all practitioners familiarise themselves with the TriX system and use it as their reference point when working with a child or family in a specific circumstance.

Child Criminal Exploitation (CCE):

[South Glos. Practice Guidance for Social Workers relating to Child Criminal Exploitation. May 2019 (proceduresonline.com)](http://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/Criminal%20Exploitation%20Practice%20Guidance%20final%20%28003%29.pdf)

[Criminal exploitation of children and vulnerable adults: county lines - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/criminal-exploitation-of-children-and-vulnerable-adults-county-lines?utm_source=Local%20authority%20channels&utm_medium=Local%20authority%20channels&utm_campaign=County%20Lines&utm_term=County%20Lines%20guid)

[County Lines Toolkit - Childrens Society 2nd Edition 2018 (proceduresonline.com)](https://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/exploitation-toolkit.pdf)

Child Sexual Exploitation (CSE):

[CSE - South Glos Guidance on CSE - update due April 2019 (proceduresonline.com)](http://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/CSE-guidance-and-SERAF_June17.pdf)

[CSE - Working with CSE in South Glos - What Does Good Look Like (proceduresonline.com)](http://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/What%20does%20good%20look%20like.docx)

[Professional Guidance - Appropriate Language Child Sexual/Criminal Exploitation - Childrens Society (csepoliceandprevention.org.uk)](https://www.csepoliceandprevention.org.uk/sites/default/files/Guidance%20App%20Language%20Toolkit.pdf)

Children with Disabilities:

[SAFEGUARDING - Safeguarding Children, Young People and Young Adults with Disabilities 2019 - SGSB (southglos.gov.uk)](http://sites.southglos.gov.uk/safeguarding/wp-content/uploads/sites/221/2015/05/Final-Safeguarding-Children-Young-People-and-Young-Adults-with-a-Disability-Guidance.pdf)

[SAFEGUARDING - Safeguarding Disabled Children Practice Guidance D of E 2009 (www.gov.uk)](https://www.gov.uk/government/publications/safeguarding-disabled-children-practice-guidance)

Domestic violence:

[Assessment Tool for Domestic Abuse - DASH (southglos.gov.uk)](http://sites.southglos.gov.uk/safeguarding?s=DASH&b=c)

Fabricated Illness:

[Statutory Guidance for Safeguarding Children in whom Illness is Fabricated or Induced - DFE 2008 (www.gov.uk)](https://www.gov.uk/government/publications/safeguarding-children-in-whom-illness-is-fabricated-or-induced)

[Fabricated and Induced Illness - Joint Agency Protocol for the Managment of Suspected Fabricated and Induced Illness in Children - 2005 (proceduresonline.com)](http://www.proceduresonline.com/bristol/cs/user_controlled_lcms_area/uploaded_files/BSCB-Management-%20Fabricated-Illness%5B1%5D.pdf)

[Fabricated or Induced Illness - What it is and Signs to look for - Article 25/2/19 (communitycare.co.uk)](https://www.communitycare.co.uk/2019/02/25/fabricated-induced-illness-signs/)

Harmful Sexual Behaviour:

[Harmful Sexual Behaviour - Practice Guide for South Glos.](https://edocs.southglos.gov.uk/hsb)

Homeless Young Person:

[Statutory Guidance - Provision of Accommodation for 16 or 17 year olds who may be Homeless and, or Require Accommodation DFE April 2018 (www.gov.uk)](https://www.gov.uk/government/publications/provision-of-accommodation-for-16-and-17-year-olds-who-may-be-homeless-and-or-require-accommodation)

[Local Guidance -Principles and Procedures for 16/17 year olds presenting as homeless (proceduresonline.com)](http://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/prin_pro_homeless.pdf)

Honour Based Violence, FGM and Forced Marriage:

[Anti- Slavery PartnershipToolkit (nottingham.ac.uk)](https://iasctoolkit.nottingham.ac.uk/)

[Honour Based Violence, FGM and Forced Marriage - Multi Agency Practice Guidance 2017 (southglos.gov.uk)](http://sites.southglos.gov.uk/safeguarding/wp-content/uploads/sites/221/2017/09/HBV-FGM-FM-Guidance-2017.pdf)

[Honour Based Violence - Multi Agency Protocols and Guidance (proceduresonline.com)](http://www.proceduresonline.com/swcpp/southglos/p_honor_based_viol.html)

[Multi-agency statutory guidance on female genital mutilation - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/multi-agency-statutory-guidance-on-female-genital-mutilation)

[FGM - Local Safeguarding Procedures (proceduresonline.com)](http://www.proceduresonline.com/swcpp/southglos/p_fem_gen_mutil.html)

[FGM - FGM Resource Pack DOH - 2016 (www.gov.uk)](https://www.gov.uk/government/publications/female-genital-mutilation-resource-pack/female-genital-mutilation-resource-pack)

[FGM - Barnardos Direct Work Toolkit - D of E (nspcc.org.uk)](http://email.nspcc.org.uk/c/124M2fyApwJGj7teVExhTQzlT)

[HBV & FGM & Forced Arranged Marriage - Local ~Safeguarding Guidance (southglos.gov.uk)](http://sites.southglos.gov.uk/safeguarding/wp-content/uploads/sites/221/2017/09/HBV-FGM-FM-Guidance-2017.pdf)

[Trafficking - Home Office Practice Guidance for Safeguarding Children who may have been Trafficked - Oct 2011 (proceduresonline.com)](http://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/0-25%20Children%20in%20Need%20Review%20timescales%20approved%20Jan%2018.docx)

[NRM Guidance - Children as a First Responder (proceduresonline.com)](http://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/NRM_-_guidance_for_child_first_responders_v2.0_EXT.pdf)

[Care of Unaccompanied Migrant Children and Child Victims of Modern Days Slavery - DFE 2017 (publishing.service.gov.uk)](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/656429/UASC_Statutory_Guidance_2017.pdf)

Missing:

[Children missing from Home, Care & School Multi Agency Protocol 2020 (southglos.gov.uk)](http://sites.southglos.gov.uk/safeguarding/wp-content/uploads/sites/221/2017/11/Children-Missing-from-Home-Care-and-School-Multi-Agency-Protocol-June-2020-FINAL.pdf)

[What Good Looks Like Missing Process (southglos.gov.uk)](http://sites.southglos.gov.uk/safeguarding/wp-content/uploads/sites/221/2017/11/What-Good-Looks-Like-Missing.pdf)

[Guidance on Completion of Return Home Interviews - July 2020 (proceduresonline.com)](http://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/Guidance%20Notes%20on%20Completion%20of%20Return%20Home%20Interviews%20July%202020.docx)

Neglect:

[Neglect Toolkit (southglos.gov.uk)](http://sites.southglos.gov.uk/safeguarding/wp-content/uploads/sites/221/2015/05/Neglect-Toolkit-2018.pdf)

No Recourse to Public Funds:

[No Recourse To Public Funds Guidance (proceduresonline.com)](http://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/Subsistence-support-families%20NRTFP.pdf)

Parents with a Learning Disability:

[Good Practice Guidance when working with parents with a Learning Disability - 2016 (bristol.ac.uk)](http://www.bristol.ac.uk/media-library/sites/sps/documents/wtpn/2016%20WTPN%20UPDATE%20OF%20THE%20GPG%20-%20finalised%20with%20cover.pdf)

Parental Mental Health

[Parental Mental Health Tool - RIP 2018](https://www.rip.org.uk/resources/publications/frontline-resources/parental-mental-health-frontline-tool-2018/)

Parental Substance Misuse:

[Practice Tips - Parental Substance Misuse (proceduresonline.com)](http://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/PRACTICE%20TIPS%20-%20Parental%20Substance%20Misuse.docx)

Physical harm: Injury Non Mobile and Shaken Baby

[Multi Agency Guidance for Injuries in Non-Mobile Babies - 2018 (proceduresonline.com)](http://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/Non-Mobile%20Baby%20Injury%20Policy%202018%20FINAL.pdf)

[Shaken Baby Guidance - Keeping Baby Safe - Draft February 2019 (proceduresonline.com)](http://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/shaken%20baby%20syndrome.docx)

Pre-birth assessments:

<http://www.proceduresonline.com/southglos/cs//user_controlled_lcms_area/uploaded_files/Practice%20Guidance%20for%20Pre-Birth.docx>

Private Fostering:

[South Glos Private Fostering Procedure (proceduresonline.com)](http://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/South%20Glos%20Private%20Fostering%20Procedure.docx)

[Practice Tip - Private Fostering (proceduresonline.com)](http://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/Practrice%20Tips%20%20%20Private%20fostering.docx)

Radicalisation:

[PREVENT - Referrals and Channel Procedures (southglos.gov.uk)](http://sites.southglos.gov.uk/safeguarding/wp-content/uploads/sites/221/2016/04/Prevent-Referrals-and-Channel-Process.pdf)

[Prevent Duty and Guidance July 2015 - Home Office (publishing.service.gov.uk)](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/445977/3799_Revised_Prevent_Duty_Guidance__England_Wales_V2-Interactive.pdf)

Trafficking and Unaccompanied Children:

[TRAFFICKING & UNACCOMPANIED CHILDREN - Statutory Guidance 2017 - D of E (publishing.service.gov.uk)](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/656429/UASC_Statutory_Guidance_2017.pdf)

Unborn Child:

[Practice Guidance for Pre-Birth Assessments (proceduresonline.com)](http://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/Practice%20Guidance%20for%20Pre-Birth.docx)

[Expected Baby Protocol 2017 (southglos.gov.uk)](http://sites.southglos.gov.uk/safeguarding/wp-content/uploads/sites/221/2015/05/Expected-Baby-Protocol-2017.pdf)

[Pre Birth Assessment Tips - Judge Keehan (proceduresonline.com)](http://www.proceduresonline.com/southglos/cs/user_controlled_lcms_area/uploaded_files/pre%20birth%20assessment%20tips.docx)

[Practice Tips on Impact for Drug & Alcohol Use, Domestic Abuse and Brain Developmnt of Unborn (proceduresonline.com)](https://southgloscs.proceduresonline.com/chapters/docs_library.html#appendices)