

TAC Monitoring Requests from SC Screening

Following screening of a Safeguarding enquiry, if the concern does not meet the criteria for Social Care and the case is not open to Early Help, the external professional may be asked to complete an EH Child and Family Assessment (with the intention to progress this to TAC). The workflow should then be passed to the TAC Admin Team to monitor as follows:

- Screener advises External LP and adds the Next Action of **EH TAC Monitoring (External LP)** from their step and assigns to the locality TAC Admin team. This is an alias for the EH Early Help Request and Allocation step.

- TAC Admin will receive the **EH Early Help Request and Allocation** step and should use this step to record progress, telephone calls etc. before progressing or ending as appropriate. The Early Help Consultant step can be triggered from the EH Early Help Request and Allocation if required.
- If the case is already open to TAC Admin Team, the screener should send the Clipboard Notification, **CS TAC Admin: information received on open TAC (Ext LP)** to the relevant locality TAC Admin team.

Domestic Abuse Notification and CP Enquiries

All Domestic Abuse Notifications / CP Enquires which meet the trigger point should be sent to the Screening Team for a decision on further actions required. Once screened, if TAC Monitoring is required, please follow the process as detailed above.