## Guidance Notes

This process diagram provides an overview of the process but does not contain all possible outcomes of each step to prevent it from becoming too complicated.

Please refer to the more detailed guidance documents or use the Mosaic workflow screen for more detailed information.

# Placement Request Mosaic Map

### Childrens Services Updated August 2022

**All will appear as CS Placement Request Outcome- alias as below**

**Use this next action to:**

**Workstep added from existing workflow**

**CS Placement Request** [Any Worker]

Recurring

---

**CS Fostering Duty Desk Placement Request** [VW CS Fostering Duty - inbox]
→ **CS No Further Action**
Request a placement with an LCC Foster Carer via the Duty desk

**CS Short Term Breaks Placement Request** [Strut or Haven Team]
→ **CS Short Term Breaks Planning Meeting** [Any Worker]
Request a Short Term Breaks placement with Strut House or Haven Cottage

**CS Residential Homes Placement Request** [Relevant Residential Home Team]
→ **CS Residential Home Placement Meeting** [Any Worker]
Request a placement within any LCC Residential Home

**CS Commissioned Placement Request** [VW CS Commissioned Placement - inbox]
→ **CS No Further Action**
Request any of the placements offered by external independent providers via the Commissioning Team

**CS Supported Lodgings Placement Request** [VW CS Barnardos – Support Lodging]
→ **SC Supported Lodgings Casework** [Any Worker]
Request a Support Lodgings placement supported by Barnardos

**CS Semi-Independent Living Placement Request** [CSH Denton or Rowston Team]
→ **CS Semi-Independent Living Support Work** [CSH Denton or CSH Rowston Virtual worker]
Request a placement within an LCC Semi-Independent Living Home

**CS CWD STB with LCC Approved Foster Carer Placement Request** [Any Worker]
→ **CS No Further Action**
Request a placement for Short Term Breaks with an approved LCC Foster Carer

**CS Placement Request** [Any Worker]
Recurring

If more than one placement type is to be requested, an additional Placement Request will need completing for each one. The additional form will pre-populate with information from the initial request for updating.

For Children in Care the user will be forced to add an additional Placement Request for any future placement moves that may be required.

---

## Key

**Step Name** [responsible worker/team]

**NOT A STEP** Other process

\* Step requires authorisation

—— Next Action ——→

**NFA**