

## Using 'My Plan' functionality on Viewpoint

Once a young person has completed a self-assessment questionnaire the option to complete the young person's Care Plan appears. (The name of the 'plan' is decided for each questionnaire)

• The 'Complete your Care Plan' option appears once the questionnaire is finished.

To access the 'Plan' option click on Complete your Care Plan.



The 'web report' then displays and scrolling to the end of the web report you will see the Care Plan option.

- This is a row of empty text boxes with headings.
- The 'web report' provides the basis for a conversation with a young person about things that are going both well and not so well, and the changes that are important to the young person. The structure of the young person's Care Plan helps guide this conversation. As a worker you can clarify those things that are most important to the young person to change and improve, clarify the benefits and how these can be achieved.

30 Do you have things to keep about your life, such as photos, a life story book, or a memory box2			Yes, as much as I want			
31	What information would you l	ike? Please type in the box.				
Identity totals				100.00%		
EBD						
6 Do you get angry and lose your temper much?				Yes		
8 Have you done many things you are pleased about?				Yes		
9	Do adults think you are good	? 		Yes		
EBD totals				75.00%		
Report totals				<b>68.75</b> %		
What's import	ant to me	How important is this (Score out of 10)	How this will help me		How to achieve this	



## A worker or a young person can add information to the boxes, adding more 'action rows' as required. See example below

31 What information would you li	ike? Please type in the box.				
Identity totals		100.00%			
EBD					
6 Do you get angry and lose you	ur temper much?	Yes			
7 Do you do things as well as ot	ther children?	Yes	Yes		
9 Do adults think you are good?	ou are pleased about?	res Yes	Yes		
			165		
EBD totals		75.00%			
Report totals		<b>68.75%</b>	<b>68.75</b> %		
Plan Date: 22/11/2021 Questionnaire Date: 21/11/2021 Created By: Murray Davies (mdtest9)					
add actions row					
What's important to me added on 22/11/2021	How important is this (Score out of 10)	How this will help me	How to achieve this		
Knowing my background (culture and baby photos)	10/10	I don't have any photos of me as a baby and I don't know anything about my grandparents. I want to know where I come from.	I think my social worker could explain my family and help me get some photos		



Once completed the 'Plan' is saved by selecting the option at the head of the report.

	Care Plan		
Save and Exit			
Cancel			
login: mdtest9	Plan Date: 2	2/11/2021	
Forename: Murray	Created On: 2	22/11/2021	
Surname: Davies	Created By: m	ndtest9 with	Judy

The Web Report and the Care Plan can be saved as a pdf by selecting the pdf icon at the top of the page. In this format the 'Care Plan' will appear above the web report in one document so the Care Plan actions are immediately visible.



The Care Plan option for completion can be accessed for up to 30 days after the self-assessment questionnaire has been completed.

To access the functionality simply log in as a young person and select the REPORT option. Once saved a Care Plan can be added to during the 30 day period.

Questionnaires	
Please press 'Start' or 'Resume' to go to your quest	tionnaire
Self Assessment (Young Person)	Report
Service States	Ø

By recording the conversation with the young person using the Care Plan functionality, additional information is provided to the Care Plan meeting. The young person's priorities for improvement have been identified and recorded.

As one Senior Consultant Psychologist has commented

The Viewpoint process provided a space where it was acceptable to encourage discussion about positive and not so positive aspects of life for the children.

The process seemed to remove any awkwardness about getting into the space where discussions went down these paths. It is as if the children had permission to talk in detail about themselves. And they did. Information came out that was 'new information'.

The legitimacy to the discussion came from both the interviewer and child being involved in a collaborative process, centred around the responses to the questions which made it easier for the child to focus on the sensitive topics with less awkwardness or defensiveness.'