



Writing Effective Case Notes

Advanced Considerations

A LEAD “Essentials” Event

Practice Based Workshop

This workshop explores the foundations for best practice in case notes and recording in a variety of family work settings. It includes the key ethical, legal and professional accountability considerations in making notes for different requirements; whether for your organisation's notes, to support court proceedings, when case notes are kept within an organisation or the client has access to view their case notes.

Learning Outcomes:

- Identify key features of case records for ethical, legal and professional accountability requirements;
- Identify key content for case records in brief interventions, individual and family work, group work;
- Identify common pitfalls in case records and how to avoid them, and
- Increase confidence in making case records in ways that are respectful of service users and compatible with strengths based practice.

This specially priced event is part of LEAD's “Essential” series; a range of sector development workshops that build capacity and capability for workers supporting children and families to achieve their outcomes.



Date

Wednesday 14th August 2019

Time

9.00 am to 4.00 pm

Venue

LEAD Learning Centre,
Seven Hills

Trainer

Carolyn Quinn

Cost

LEAD Essentials

Only \$50.00 + GST

**Morning tea & lunch
provided**

Enquiries

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Event Code

SD2025

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