



Chronology 7 Minute Briefing

A '7 minute briefing' provides update on key issues relating to the protection of vulnerable people. This 7 minute briefing relates to chronologies and the idea is that the 7 minute briefing will be sent to appropriate service leads who will discuss the 7 points at their routine meetings, thus disseminating the 7 minute briefing across the Partnership. It can also be used as an aide-memoire for staff.

Research suggests that seven minutes is an ideal time span to concentrate and learn, it is more memorable as it is simple and not clouded by other issues and pressures. Their brief duration should also mean that they hold people's attention, as well as providing information to managers in an easy format to share with their staff.

Partnership multi-agency chronology guidance is currently being developed and training on multi-agency chronologies is planned for the Spring of 2023. Look out for these dates.

I hope you find this useful and I am happy to take any feedback.

Thank you for your attention in this important matter.

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Chronology 7minute Briefing

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Definition - Chronologies are a logical, methodical and systematic means of organising, merging and helping make sense of information. They provide a key link in the chain of understanding needs/risks.

A chronology is not an assessment or an end in itself. It is a tool that professionals in a range of disciplines can use to help them understand what is happening in the life of a child or adult.

2

Purpose - A chronology provides a brief description and summarised account of significant events in date order and should be used as an analytical tool to assist in the understanding of the impact of life events on the person and to inform decision making.

A chronology does not replace case notes. It contributes to an assessment of need and risk and identifies early indicators of emerging patterns of concern based on changes and events in the child or adults life.

3

Compiling a Chronology

Five key elements

- Deciding on the purpose of compiling a chronology in the context of the assessment using professional judgement
- Identifying the key events to be recorded
- Making sure what is recorded is accurate and in date order
- Recording facts, significant events in the person's life
- Taking account of the perspective of the child or adult.
- The Lead Professional is responsible for compiling the multi- agency chronology with multi agency support

4

Core Elements -What should be included?

- Key dates such as dates of birth, life events, house moves
- Facts, such as a child's name placed on the child protection register, multi-agency public protection arrangements (MAPPA) meeting, adult who is subject to adult protection procedures
- Transitions, life changes, change in family dynamics
- Key professional interventions such as reviews, hearings, tribunals, court disposals.
- A brief note of an event, for example a fall down stairs, an unexplained injury, coming to school with a bruise.
- It should include information that is: Relevant, Necessary, Legitimate, Appropriate and Proportionate.

5

When should you start a Chronology?

In all adult and child protection cases, a single agency chronology should be started when an initial contact has been made with the service and maintained throughout involvement.

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Chronologies Can

- Be extremely important in identifying critical events
- Assist practitioners in decision making
- Provide practitioners with useful, holistic history of significant events
- Demonstrate the effectiveness, or otherwise, of previous interventions, involvements and support
- Valuable tool for planning and supervision and can identify delay and drift
- Be a valuable tool to consider the immediate cumulative impact on the adult/child
- Enable additional needs to be identified
- Key part of assessing and managing risk.

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Chronologies Must Be

Factual, Accurate, Current, Evidence Based, Jargon Free, Presented in Date Order, Succinct and Fit for Purpose.

A chronology should be reviewed and analysed. If not, it is of limited relevance!

