

# Social circumstance reports: Preparation and presentation

## Basic description of course

Practical challenges exist for practitioners preparing and presenting effective and relevant social circumstance reports. Time limits are short and every case is different.

This training day will assist delegates with time management and provide formats to ensure a consistently high standard of report production and presentation.

The emphases of the day will be confidence, clarity and compliance.

## Objectives

- Ensure a solid understanding of the provisions of the Mental Health Act, Mental Health Review Tribunal Rules 1983, (Amendment) Rules 1996, and the guidance issued by the Mental Health Review Tribunal Secretariat on the subject of social circumstances report production.
- Understand what a Tribunal wants from a report: format, content, length and tone.
- Learn the principles of withholding and non-disclosure of information.
- Provision of a model format report and report preparation checklist.
- Understand the Tribunal process and learn evidence presentation skills.
- Role-play; produce and present a short report and receive constructive criticism.

## Who should attend?

Suitable for social workers and CPNs involved in the production of social circumstances reports.

## Suggested number of delegates

15 to 20