**What is the change?**

The **nine** key characteristics of a chronology:

1. As a useful tool in assessment and practice.
2. Noting it is not an assessment, but **part** of assessment.
3. A working tool which promotes engagement with people who use services.
4. Accurate and relies on good up-to-date case recording.
5. A detailed recording that does not substitute for recording the file.
6. Flexible so that detailed collected may be increased if risk increases.
7. Noting the importance of reviewing and analysing – a chronology which is not reviewed regularly is of limited relevance.
8. Acknowledging it is constructed differently according to different applications, for example current work and examining historical events.
9. Recognising that single agency and multi-agency chronologies set different demands and expectations.

A chronology is a clear account of significant events in a person’s life which includes all major changes and events which are based on the information held by agencies involved and should be used to identify early indicators of emerging patterns of concern.

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 single agency chronology is required in all cases and a multi-agency chronology is required for **all** cases that proceed to a Case Conference within South Lanarkshire. A multi-agency chronology is essential to protect the individual from harm and assists in the development of a protection plan to mitigate risk.

South Lanarkshire’s CPC and APC Multi Agency Guidance on Chronologies of Significant events can be found here:

[SL APC/CPC Joint Multi-Agency Guidance on A Chronology of Significant Events](https://www.southlanarkshire.gov.uk/adultprotection/downloads/download/133/sl_apccpc_joint_multi-agency_guidance_on_a_chronology_of_significant_events)

Joint inspections of adult and children’s services across Scotland have highlighted that partnerships must work together to ensure that chronologies are in place and are fit for purpose. Practitioners and managers across South Lanarkshire must use their single agency chronology guidance alongside the South Lanarkshire Multi Agency Adult and Child Protection Committees Chronology guidance to achieve best practice.

Each agency is responsible for collating their own single agency chronology and submitting this to the Lead Professional/Council Officer using the Multi Agency Chronology Template for the case conference/case discussion or core group meetings. The Lead Professional/Council Officer will then create a multi-agency chronology from the information provided which will then be shared with partners.

A chronology does not replace existing case notes or records which will include much more detailed and sensitive information which is owned by the adult, child and/or family and a clear distinction must be made between the two.

A Multi Agency Chronology is produced as part of a specific multi agency intervention or support and will include only information extracted from single agency chronologies that is relevant and proportionate to support that intervention.

**03**

**Multi Agency Chronology of Significant Events**

**07**

**01**

**02**

**07**

**06**

**05**

**04**

**01**

**02**

**03**

**04**

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