

Office for Health
Improvement
& Disparities

SOLID LINE BLOCKS WILL BE SHARED WITH PHE



DOTTED LINE BLOCKS ARE FOR LOCAL USE

You do not have to re-record client or episode information
to add new treatments or referrals or to close an episode.

Consent for NDTMS Y/N

☐

Client reference

Keyworker

CLIENT INFORMATION

First name *(initial)*Surname *(initial)*Date of birth *(dd/mm/yyyy)*Stated sex *M/F*

Country of birth

Ethnicity *(see reverse)*Religion or belief *(see reverse)*Disability *(see reverse)*

1

2

3

Sexual orientation *(see reverse)*

EPISODE

Postcode

Upper Tier Local Authority (UTLA)
(of residence)

Current housing situation

Threatened with homelessness in the next 56 days (8 weeks)? Y/N

☐

British armed forces veteran?

☐

UTLA or prison transferred from

What event prompted the contact

- ☐ Voluntary - following release from prison
☐ Voluntary - following cell sweep
☐ Voluntary - liaison and diversion team
☐ Voluntary - other
☐ Following referral by treatment provider (post tx)
☐ Requested by Offender Manager (post DRR / ATR)
☐ Other

- ☐ Required asmt imposed following positive test
☐ Restriction on Bail
☐ Conditional Cautioning
☐ Pre-Sentence Report
☐ Required by Offender Manager/DRR/ATR/IOM

Date of the event which prompted this contact

Contact / Assessment date

Offence *(see reverse)*

Main drug

Route of administration
of main drug?

- ☐ Inject ☐ Smoke ☐ Other
☐ Sniff ☐ Oral

Second drug

Third drug

Injecting status ☐ Previously ☐ Currently ☐ Never ☐ Declined to answer

Number of drinking days

Units of alcohol

Pregnant Y/N

☐Parental responsibility under 18s? ☐ Yes ☐ No ☐ Declined to answerIf client has parental
responsibility, do any of these
children live with the client?

- ☐ All ☐ Some ☐ None ☐ Declined to answer

How many children under
18 in total live in the same
house as the client?

- ☐ No children (U18) living with client
☐ n (1-30) children (U18) living with the client
☐ Client declined to answer
☐ Undisclosed number

*Client does not need to have
parental responsibility*If client has parental
responsibility and/or children
living with them, what help
are the children receiving? *(Up to 3)*
(See reverse for definitions)

- ☐ Early help ☐ Looked after child
☐ Child in need ☐ None receiving any help
☐ Has a child protection plan ☐ Client declined to answer
☐ Other relevant child or family support service ☐ Not known

Issued naloxone at treatment
start?

- ☐ Yes- nasal ☐ No- already in possession of adequate naloxone
☐ Yes- injectable ☐ No- assessed as not appropriate
☐ Yes- both nasal and injectable ☐ No- service does not provide naloxone
☐ No- accepted not yet issued ☐ No- offered and refused

Ever been administered with
naloxone to reverse overdose?

- ☐ Yes ☐ Unknown
☐ No ☐ Declined to answer

CASE CLOSURE (if not being taken on to caseload)

Prior to caseload closure date

If the client is not taken onto the caseload then the last assessment date should be entered.

- ☐ No further intervention required
☐ Did not want to engage
☐ Already case managed by structured treatment provider / other CJIT / Offender Manager
☐ Transferred – In custody
☐ Transferred – Not in custody
☐ Transferred to another CJIT area
☐ Transferred – Recommissioning transfer

TAKEN ON TO CASELOAD

Caseload start date

*If not being taken on to the caseload then this episode must be closed with a
'prior to caseload' reason.*

REFERRALS

Referral date to structured treatment

Referral date to structured treatment

Referral date to structured treatment

CASE CLOSURE (from caseload)

From caseload closure date

*This is the date the client left the caseload. A date should be entered (and the episode closed)
if the client goes to prison. If a client's case closure was unplanned then the date of last face-
to-face contact with the CJIT should be used. If a client has had no contact with the CJIT for 2
months then, for NDTMS purposes, it is assumed that the client has disengaged and a case
closure date should be returned at this point using the date of the last face-to-face contact
with the client.*

- ☐ Care plan objectives completed – Drug free
☐ Care plan objectives completed – Alcohol free
☐ Care plan objectives completed – Occasional user
☐ Transferred – Not in custody
☐ Transferred – In custody
☐ Transferred to another CJIT area
☐ Transferred to offender management team and no longer case managed by the CJIT
☐ Transferred – Recommissioning transfer
☐ Incomplete – Dropped Out
☐ Incomplete – Treatment withdrawn by provider
☐ Incomplete – Retained in custody
☐ Incomplete – Client died

USEFUL INFORMATION

Ethnicity	Religion	Disability	Sexual orientation	Offence
White-British	Baha'i	Behaviour and emotional	Heterosexual or straight	Theft – shoplifting
White-Irish	Buddhist	Hearing		Theft – of a vehicle
White-Other White	Christian	Manual dexterity	Gay or Lesbian	Attempted burglary
White-Gypsy or Roma or Traveller or Irish Traveller	Hindu	Learning disability	Bisexual	Attempted robbery
Black/Black British-African	Jain	Mobility and gross motor		Theft – from a vehicle
Black/Black British-Caribbean	Jewish	Perception of physical danger	Other sexual orientation not listed	Attempted fraud
Black/Black British-Other Black	Muslim	Personal, self-care and continence	Not stated	Attempted handling
Mixed-White and Black African	Pagan	Progressive conditions and physical health (such as HIV, cancer, multiple sclerosis, fits etc)	Client asked and does not know or is not sure	Robbery
Mixed-White and Black Caribbean	Sikh	Sight	Not known (not recorded)	Begging
Mixed-White and Asian	Zoroastrian	Speech		Burglary – domestic
Mixed-Other Mixed	Other	Other		Soliciting
Other Ethnic-Chinese	Declines to Disclose	No disability		Burglary – other
Other Ethnic-Other	Patient religion unknown	Not stated (client asked but declined to provide a response)		Domestic violence
Asian or Asian British-Indian				Wounding or assault
Asian or Asian British-Pakistani				Anti-social behaviour
Asian or Asian British-Bangladeshi				Misc. crimes against society
Asian or Asian British-Other Asian				Handling
Not stated				Going equipped
Ethnicity is unknown				Possession
				Drug driving
				Supply
				Other
				Attempted theft

Drink	%ABV	Units
Pint ordinary strength lager, beer or cider	3.5	2
Pint strong lager, beer or cider	5	3
440ml can ordinary strength lager	3.5	1.5
440ml can strong lager, beer or cider	5	2
440ml can super strength lager or cider	9	4
1 litre bottle ordinary strength cider	5	5
1 litre bottle strong cider	9	9
Glass of wine (175ml)	12	2
Large glass of wine (250ml)	12	3
Bottle of wine (750ml)	12	10
Single measure of spirits (25ml)	40	1
Bottle of spirits (750ml)	40	30
275ml bottle alcopops	5	1.5

EHCS	
Early Help (family support)	Early Help - the needs of the child and family have been assessed and they are receiving targeted early help services as defined by Working Together to Safeguard Children 2015 (HM Govt.).
Child in need (LA service)	Child in need – the needs of the child and family have been assessed by a social worker and services are being provided by the local authority under Section 17 of the Children Act 1989.
Has a child protection plan (LA service)	Has a child protection plan - social worker has led enquiries under Section 47 of the Children Act 1989. A child protection conference has determined that the child remains at continuing risk of ‘ significant harm ’ and a multi-agency child protection plan has been formulated to protect the child.
Looked after child (LA service)	Looked after child - arrangements for the child have been determined following statutory intervention and care proceedings under the Children Act 1989. Looked after children may be placed with parents, foster carers (including relatives and friends), in children's homes, in secure accommodation or with prospective adopters
No	Children are not receiving early help nor are they in contact with children's services.
Other relevant child or family support service	
Not known	

HOUSING SITUATION

Owns home		Other – authorised Gypsy and Traveller site	
Rented home only – self-contained – rents from a private landlord		No home of their own – living with friends as a short-term guest	Has own bed space
Rented home only – self-contained - rents from a social landlord (local authority or housing association)		No home of their own – living with family as a short-term guest	Has own bed space
Rented home only – shares facilities - rents from a private landlord	Shares facilities with others eg shared kitchen or bathroom	No home of their own – sofa surfing (sleeps on different friends' floor or sofa each night)	Does not have a bed space
Rented home only – shares facilities - rents from a social landlord (local authority or housing association)	Shares facilities with others eg.shared kitchen or bathroom	No home of their own – lives on the streets/ rough sleeping	
Other – university or college accommodation		No home of their own – squatting	
Other – living with friends permanently		No home of their own – night/winter shelter	
Other – living with family permanently		No home of their own – bed and breakfast, or other hotel	
Other – supported accommodation	Where housing, support and sometimes care services are provided to enable independent living. Permanent solution, not a homelessness response.	No home of their own – hostel	
Other – health care setting	eg. mental health institution or hospital	No home of their own – supported accommodation	Where housing, support and sometimes care services are provided to enable independent living – specifically provided as a temporary solution to alleviate homelessness/enable move to more permanent situation
Other – accommodation tied to job (including Armed Forces)		No home of their own – temporary housing	Other forms of temporary housing not already stated
Other – approved premises	Used primarily for high and very high risk of serious harm individuals released on licence from custody	No home of their own – unauthorised Gypsy and Traveller encampment	