



HFSC iPad Form

Technical Documentation

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Please consider the environment before printing this document

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FORMS

HFSC Service v1 / HFSC Service v1 – Ad Hoc

The forms used on the iPads by Ops Crews and CFS are two deployments of the same form template. One is a workflow form which allows Formotus to look at the library and show any pre-populated forms to the specified Formotus user. The second deployment gives the Formotus users a blank form for ad hoc visits that haven't been booked through the Contact Centre.

This version of the form is published to the following location:

<https://destiny.lancsfirerescue.org.uk/HFSC%20Visits>

This location has been given access to Formotus to use as a workflow form (pre-populated from the contact centre) and a standard form (blank copy).

The structure of this form is similar to the form hosted on radar (SharePoint 2010) but includes the full questionnaire for a home fire safety check visit.

The form has seven views that the user can access depending on the task they are carrying out:

1. Personal Details
2. Appointment Details
3. Personal Circumstances
4. Lifestyle and Behaviours
5. Health
6. Mobility
7. Healthy Homes
8. Referral
9. Visit Summary

Personal Details

This view captures the personal details of the caller such as name, contact details and address.

Personal Details	Appointment Details	Personal Circumstances	Lifestyle and Behaviours	Health	Mobility	Healthy Homes	Referral	Visit Summary
------------------	---------------------	------------------------	--------------------------	--------	----------	---------------	----------	---------------

Personal Details

Title
Select...

First Name
Surname

Telephone
Mobile Phone

Email

Date of Birth

Gender
Select...

Do you have a disability, long term illness or health condition?
Select...

How many people live in the household?

0-16 - 0 +

17-64 - 0 +

65+ - 0 +

Reason for visit
Select...

Ethnicity

Select...

Address

Is the property rented?
☐

Property Type
Select...

Building Name

Building Number

Street

Locality

Town

Postcode

Contact Attempts

Date	Time	Contact Attempted By
<input type="text"/>	<input type="text"/>	<input type="text"/>

☐ Add

Next >>

There are mandatory and conditional validation rules on some fields that need to be completed before the user can move on to the next section:

1. **PersonTitle** (string) – mandatory
 - a. Drop down list values (see [Title](#) lookup)
2. **PersonTitleOther** (string) – conditional (show if Title = Other)
3. **PersonFirstName** (string) – mandatory
4. **PersonSurname** (string) – mandatory
5. **PersonTelephone** (string) – conditional (mandatory if mobile phone is not captured) and must be in telephone number format
6. **PersonMobilePhone** (string) – conditional (mandatory if telephone is not captured) and must be in mobile phone number format
7. **PersonEmail** (string) – optional but must match email pattern
8. **DateOfBirth** (date) – optional
9. **Gender** (string) – mandatory
 - a. Drop down list values (see [Gender](#) lookup)
10. **Disability** (string) – mandatory
 - a. Drop down list values (see [Disability](#) lookup)
11. **NoOfOccupants0_16** (int) – conditional (must be at least one person 0-16 + 17-64 + 65+)
12. **NoOfOccupants17_64** (int) – conditional (must be at least one person 0-16 + 17-64 + 65+)
13. **NoOfOccupants65** (int) – conditional (must be at least one person 0-16 + 17-64 + 65+)
14. **VisitReason** (string) – mandatory
 - a. Drop down list values (see [Visit Reason](#) lookup)
15. **PersonalEthnicity** (string) – mandatory
 - a. Drop down list values (see [Ethnicity](#) lookup)
16. **PersonEthnicityOther** (string) – mandatory if PersonalEthnicity = Other
17. **PropertyRented** (bool) – mandatory (default = No)
18. **PropertyType** (string) – mandatory
 - a. Drop down list values (see [Property Type](#) lookup)
19. **AddressSelected** (string) – displays selected gazetteer address
20. **AddressSelectedStation** (string) – displays station of selected gazetteer address
21. **AddressLine1** (string) – conditional (mandatory if addressselected is empty)
22. **AddressLine2** (string) – conditional (mandatory if addressselected is empty)
23. **AddressStreet** (string) – optional
24. **AddressLocality** (string) – optional
25. **AddressTown** (string) – optional
26. **AddressPostcode** (string) – conditional (mandatory if addressselected is empty) must match postcode pattern
27. **RiskNarrative** (string) – displays risk information from Radar
28. **ContactAttemptDateOnly** – optional
29. **ContactAttemptTimeOnly** – optional
30. **ContactAttemptedBy** – optional

View tabs are at the top of the page to allow the user to switch view between pages when reviewing the form or to make changes. These buttons have rules applied to disable them based on whether mandatory fields in this view have been completed correctly.

Rules on controls:

Change Address (Button)

1. Allow user to override address with manual entry
 - a. Set a field's value: ActivateSelectedAddress=0 (Hides the selected address section)
 - b. Set a field's value: ActivateManualEntry=1 (Shows the manual address entry section)
 - c. Set a field's value: ValidAddress = false()
 - d. Set a field's value: UPRNSelected = ""
 - e. Set a field's value: AddressSelected = ""
 - f. Set a field's value: AddressSelectedStation = ""
 - g. Set a field's value: OrganisationSelected = ""
 - h. Set a field's value: BuildingSelected = ""
 - i. Set a field's value: StreetSelected = ""
 - j. Set a field's value: LocalitySelected = ""
 - k. Set a field's value: TownSelected = ""
 - l. Set a field's value: PostcodeSelected = ""
 - m. Set a field's value: DistrictSelected = ""
 - n. Set a field's value: WardSelected = ""
 - o. Set a field's value: SOASelected = ""
 - p. Set a field's value: EastingSelected = ""
 - q. Set a field's value: NorthingSelected = ""

Next >> (Button)

1. If any of the mandatory fields in this view are blank **disable** this control
2. Switch View to 'Appointment Details'

Appointment Details (Button)

1. If any of the mandatory fields in this view are blank **disable** this control
2. Switch View to 'Appointment Details'

Personal Circumstances (Button)

1. If any of the mandatory fields in this view are blank **disable** this control
2. Switch View to 'Personal Circumstances'

Lifestyle and Behaviours (Button)

1. If any of the mandatory fields in this view are blank **disable** this control
2. Switch View to 'Lifestyle and Behaviours'

Health (Button)

1. If any of the mandatory fields in this view are blank **disable** this control
2. Switch View to 'Health'

Mobility (Button)

1. If any of the mandatory fields in this view are blank **disable** this control
2. Switch View to 'Mobility'

Healthy Homes (Button)

1. If any of the mandatory fields in this view are blank **disable** this control
2. Switch View to 'Healthy Homes'

Referral (Button)

1. If any of the mandatory fields in this view are blank **disable** this control
2. Switch View to 'Revisit and Referral'

Visit Summary (Button)

1. If any of the mandatory fields in this view are blank **disable** this control
2. Switch View to 'Visit Summary'

Appointment Details

The appointment details page displays the appointment and any additional information and notes added by the contact centre are displayed here. If the referral has come from a partner agency the details are displayed on this page.



Carer / Agency Referral

Partner Name

Partner Contact Number

Customer Reference Number

Additional Information

(Limit 2000 characters)

Language and Communication

(Limit 100 characters)

<< Back

Next >>

Data Fields:

1. **PartnerName** (string) – display value
2. **PartnerContactNumber** (string) – display value
3. **FormReference** (int) – display value
4. **SelectedApptText** (string) – display value
5. **AdditionalInfo** (string) – optional
6. **LanguageCommunication** (string) - optional

Rules on controls:

<< Back (Button)

1. Switch view to 'PersonalDetails'

Next >> (Button)

1. Switch view to 'PersonalCircumstances'

Personal Details (Button)

1. Switch view to 'PersonalDetails'

Personal Circumstances (Button)

1. Switch view to 'PersonalCircumstances'

Lifestyle and Behaviours (Button)

1. Switch View to 'Lifestyle and Behaviours'

Health (Button)

1. Switch View to 'Health'

Mobility (Button)

1. Switch View to 'Mobility'

Healthy Homes (Button)

1. Switch View to 'Healthy Homes'

Referral (Button)

1. Switch View to 'Revisit and Referral'

Visit Summary (Button)

1. Switch View to 'Visit Summary'

Personal Circumstances

This is part one of the questionnaire that goes through questions relating to the customer's personal circumstances.

Personal Details	Appointment Details	Personal Circumstances	Lifestyle and Behaviours	Health	Mobility	Healthy Homes	Referral	Visit Summary
------------------	---------------------	------------------------	--------------------------	--------	----------	---------------	----------	---------------

Personal Circumstances

Are you the only adult living at this address?	<input type="radio"/> Yes <input type="radio"/> No
Is there anyone aged under 16 living at this address?	<input type="radio"/> Yes <input type="radio"/> No
Are there any children residing at the property that are engaged in fire play or who display fire setting tendencies?	<input type="radio"/> Yes <input type="radio"/> No
Is there anyone aged over 65 living at this address?	<input type="radio"/> Yes <input type="radio"/> No
Do you have a working smoke alarm fitted at this address?	<input type="radio"/> Yes <input type="radio"/> No
Is anyone receiving personal care assistance from a family member or external agency?	<input type="radio"/> Yes <input type="radio"/> No
Have you ever had a fire before?	<input type="radio"/> Yes <input type="radio"/> No
Are all occupants registered with a doctor or dentist?	<input type="radio"/> Yes <input type="radio"/> No

Risk Score

0

Overall Risk

NOT HIGH

<< Back

Next >>

Data Fields:

1. **RiskLiveAlone** (int) – mandatory
2. **Risk16Under** (int) – mandatory (clear Risk16UnderNumber if set to 0)
3. **Risk16UnderNumber** (int) – conditional (mandatory if RiskUnder16 is > 0) hidden if RiskUnder16 is set to 0 or null)
4. **ChildFireSetting** (int) – mandatory
5. **Risk65Plus** (int) – mandatory
6. **RiskSmokeDetectorFitted** (int) – mandatory
7. **RiskAgencyAssistance** (int) – mandatory
8. **RiskPreviousFire** (int) – mandatory
9. **MedicalRegistration** (int) – mandatory
10. **RiskScore** (int) – display sum value of questions. Set RiskRating to 'Not High' if score is greater than or equal to HighRiskValue (22), set RiskRating to 'High' if less than HighRiskValue
11. **RiskRating** (string) – format with red background if 'High' and green background if 'Not High'

Rules on controls:

<< Back (Button)

1. Switch view to 'AppointmentDetails'

Next >> (Button)

1. Switch view to 'Lifestyle and Behaviours'

Personal Details (Button)

1. Switch view to 'PersonalDetails'

Appointment Details (Button)

1. Switch view to 'AppointmentDetails'

Lifestyle and Behaviours (Button)

1. Switch View to 'Lifestyle and Behaviours'

Health (Button)

1. Switch View to 'Health'

Mobility (Button)

1. Switch View to 'Mobility'

Healthy Homes (Button)

1. Switch View to 'Healthy Homes'

Referral (Button)

1. Switch View to 'Revisit and Referral'

Visit Summary (Button)

1. Switch View to 'Visit Summary'

RiskLiveAlone (Advice text)

1. Hide if 0 or null

Risk16UnderNumber (Advice text and text input)

1. Hide if 0 or null

ChildFireSetting (Advice text)

1. Hide if 0 or null

Risk65Plus (Advice text)

1. Hide if 0 or null

RiskSmokeDetectorFitted (Advice text)

1. Hide if 0 or null

RiskAgencyAssistance (Advice text)

1. Hide if 0 or null

RiskPreviousFire (Advice text)

1. Hide if 0 or null

MedicalRegistration (Advice text)

1. Hide if 0 or null

Lifestyle and Behaviours

This is part two of the questionnaire that goes through questions relating to the customer's lifestyle and behaviours.

Personal Details

Appointment Details

Personal Circumstances

Lifestyle and Behaviours

Health

Mobility

Healthy Homes

Referral

Visit Summary

Lifestyle and Behaviours

Does anyone take medication which may make them drowsy or effects their alertness or mobility?

☐ Yes ☐ No

Does anyone in the property consume an amount of alcohol or drugs which may increase the risk of having a fire or impact on their ability to escape from a fire?

☐ Yes ☐ No

Do you use electrical appliances such as tumble dryers and washing machines when not at home or asleep?

☐ Yes ☐ No

Does anyone smoke?

☐ Yes ☐ No

If the occupier does not currently have telecare do you feel they would benefit from a referral?

☐ Yes ☐ No

- Consider would they be able to raise the alarm in the case of fire?
- Would they be able to get out?
- A landline connection is required for telecare services
- Telecare service can provide inter-linked smoke detection along with other devices

Risk Score

0

Overall Risk

NOT HIGH

<< Back

Next >>

Data Fields:

1. **RiskMedication** (int) – mandatory
2. **RiskIntoxication** (int) – mandatory
3. **RiskIntoxicationCook** (int) – conditional (mandatory if RiskIntoxication > 0)
4. **ElecAppUnoccupied** (int) – mandatory
5. **AnyoneSmoke** (int) – mandatory
6. **RiskSmoker** (int) – conditional (mandatory if AnyoneSmoke > 0)
7. **SmokeTobacco** (int) – optional
8. **SmokeEcig** (int) – optional
9. **SmokeBoth** (int) – optional
10. **SmokeOther** (int) – optional
11. **Telecare** (int) – mandatory
12. **RiskScore** (int) – display sum value of questions. Set RiskRating to 'Not High' if score is greater than or equal to HighRiskValue (22), set RiskRating to 'High' if less than HighRiskValue
13. **RiskRating** (string) – format with red background if 'High' and green background if 'Not High'

Rules on controls:

<< Back (Button)

1. Switch view to 'Personal Circumstances'

Next >> (Button)

1. Switch view to 'Health'

Personal Details (Button)

1. Switch view to 'PersonalDetails'

Appointment Details (Button)

1. Switch view to 'AppointmentDetails'

Personal Circumstances (Button)

1. Switch View to 'Personal Circumstances'

Health (Button)

1. Switch View to 'Health'

Mobility (Button)

1. Switch View to 'Mobility'

Healthy Homes (Button)

1. Switch View to 'Healthy Homes'

Referral (Button)

1. Switch View to 'Revisit and Referral'

Visit Summary (Button)

1. Switch View to 'Visit Summary'

RiskMedication (Advice text)

1. Hide if 0 or null

RiskIntoxication (Advice text and secondary question)

1. Hide if 0 or null

RiskIntoxicationCook (Advice text)

1. Hide if 0 or null

ElecAppUnoccupied (Advice text)

1. Hide if 0 or null

RiskSmoker (Advice text and secondary questions)

1. Hide if 0 or null

Health

This is part three of the questionnaire that goes through questions relating to the customer's health.

Personal Details	Appointment Details	Personal Circumstances	Lifestyle and Behaviours	Health	Mobility	Healthy Homes	Referral	Visit Summary
------------------	---------------------	------------------------	--------------------------	---------------	----------	---------------	----------	---------------

Health

Is hearing impaired? ☐ Yes ☐ No

Is sight impaired? ☐ Yes ☐ No

Uses an oxygen cylinder at this address? ☐ Yes ☐ No

Lives with mental health issues e.g. dementia or memory loss? ☐ Yes ☐ No

Has recently come out of hospital or experienced a change in circumstances e.g. bereavement? ☐ Yes ☐ No

Are you aware of the free NHS health check? ☐ Yes ☐ No

Have you made the occupant aware of diabetes? ☐ Yes ☐ No

Diabetes is a common life-long health condition. There are 3.5 million people diagnosed with diabetes in the UK and an estimated 549,000 people who have the condition, but don't know it.

Diabetes UK – 0345 123 2399
www.diabetes.org.uk

In your professional (LFRS) opinion from observation and conversation are there any signs of isolation or do you feel that the occupant would benefit from further support? ☐ Yes ☐ No

Risk Score 0

Overall Risk **NOT HIGH**

<< Back **Next >>**

Data Fields:

1. **HearingImpaired** (int) – mandatory
2. **SightImpaired** (int) – mandatory
3. **RiskOxygen** (int) – mandatory
4. **RiskMentalHealth** (int) – mandatory
5. **RiskChangeCircumstances** (int) – mandatory
6. **NhsHealthCheck** (int) – mandatory
7. **Diabetes** (int) – mandatory
8. **Isolation** (int) – mandatory
9. **RiskScore** (int) – display sum value of questions. Set RiskRating to 'Not High' if score is greater than or equal to HighRiskValue (22), set RiskRating to 'High' if less than HighRiskValue
10. **RiskRating** (string) – format with red background if 'High' and green background if 'Not High'

Rules on controls:

<< Back (Button)

1. Switch view to 'Lifestyle and Behaviours'

Next >> (Button)

1. Switch view to 'Mobility'

Personal Details (Button)

1. Switch view to 'PersonalDetails'

Appointment Details (Button)

1. Switch view to 'AppointmentDetails'

Personal Circumstances (Button)

1. Switch View to 'Personal Circumstances'

Lifestyle and Behaviours (Button)

1. Switch View to 'Lifestyle and Behaviours'

Mobility (Button)

1. Switch View to 'Mobility'

Healthy Homes (Button)

1. Switch View to 'Healthy Homes'

Referral (Button)

1. Switch View to 'Revisit and Referral'

Visit Summary (Button)

1. Switch View to 'Visit Summary'

RiskHearingSightImpaired (Advice text)

1. Hide if 0 or null

RiskOxygen (Advice text)

1. Hide if 0 or null

RiskMentalHealth (Advice text)

1. Hide if 0 or null

RiskChangeCircumstances (Advice text)

1. Hide if 0 or null

NhsHealthCheck (Advice text)

1. Hide if 0 or null

Isolation (Advice text)

1. Hide if 0 or null

Mobility

This is part four of the questionnaire that goes through questions relating to the customer's mobility.

Personal Details	Appointment Details	Personal Circumstances	Lifestyle and Behaviours	Health	Mobility	Healthy Homes	Referral	Visit Summary
------------------	---------------------	------------------------	--------------------------	--------	-----------------	---------------	----------	---------------

Mobility

Is there anyone living at the address who is bed bound? ☐ Yes ☐ No

Uses a wheelchair? ☐ Yes ☐ No

Uses walking stick or chairlift? ☐ Yes ☐ No

Are there any trip hazards? ☐ Yes ☐ No

- Trailing flexes, wrinkled or fraying carpets
- Clutter on walkways

Has anyone living at the property had a fall within the last 12 months and is not currently receiving intervention? ☐ Yes ☐ No

- Are floors clear of trailing flexes, wrinkled or fraying carpets or anything else that could cause a trip or slip.
- Are the stairs and steps free of clutter?
- Are there handrails on both sides of the stairs?
- Consider referrals to Home improvement agencies, Age UK or Your Support your choice for Blackburn with Darwen area.

Risk Score 0

Overall Risk **NOT HIGH**

<< Back

Next >>

Data Fields:

1. **RiskBedBound** (int) – mandatory
2. **RiskWheelchair** (int) – mandatory
3. **RiskWheelchairPerm** (int) – mandatory
4. **RiskRestrictions** (int) – mandatory
5. **TripHazards** (int) – mandatory
6. **Fall** (int) – mandatory
7. **NumberOfFalls** (int) – conditional (mandatory if Fall > 0)
8. **UnexplainedFalls** (int) – conditional (mandatory if Fall > 0)
9. **FallsProfessional** (int) – conditional (mandatory if Fall > 0)
10. **Medication4Plus** (int) – conditional (mandatory if Fall > 0)
11. **GenerallyUnsteady** (int) – conditional (mandatory if Fall > 0)
12. **RiskScore** (int) – display sum value of questions. Set RiskRating to 'Not High' if score is greater than or equal to HighRiskValue (22), set RiskRating to 'High' if less than HighRiskValue
13. **RiskRating** (string) – format with red background if 'High' and green background if 'Not High'

Rules on controls:

<< Back (Button)

1. Switch view to 'Health'

Next >> (Button)

1. Switch view to 'Healthy Homes'

Personal Details (Button)

1. Switch view to 'PersonalDetails'

Appointment Details (Button)

1. Switch view to 'AppointmentDetails'

Personal Circumstances (Button)

1. Switch View to 'Personal Circumstances'

Lifestyle and Behaviours (Button)

1. Switch View to 'Lifestyle and Behaviours'

Health (Button)

1. Switch View to 'Health'

Healthy Homes (Button)

1. Switch View to 'Healthy Homes'

Referral (Button)

1. Switch View to 'Revisit and Referral'

Visit Summary (Button)

1. Switch View to 'Visit Summary'

RiskBedBound (Advice text)

1. Hide if 0 or null

RiskWheelchair (Advice text and secondary question)

1. Hide if 0 or null

RiskRestriction (Advice text)

1. Hide if 0 or null

RiskFall (Secondary questions)

1. Hide if 0 or null

Healthy Homes

This is part five of the questionnaire that goes through questions relating to the customer's home.

Personal Details

Appointment Details

Personal Circumstances

Lifestyle and Behaviours

Health

Mobility

Healthy Homes

Referral

Visit Summary

Healthy Homes

Are electrical heaters used in the house?

☐ Yes ☐ No

Are candles used in the home?

☐ Yes ☐ No

In your professional (LFRS) opinion do you think that the property is secure?

☐ Yes ☐ No

- Remind the occupant if alley gates are fitted to the rear access of their property the importance of keeping them closed when not in use.

- Give advice regarding cold calls, mail and telephone scams.

- Is shrubbery compromising visibility at the front of the dwelling?

- Is the area directly around the property sufficiently well lit?

- Are external doors/windows in good condition?

- Are all external buildings/sheds secured?

- Locked doors - secure but able to escape in case of fire?

- Keys near to the door but out of sight and reach of any intruders?

- Bins and other combustibles stored away from the house?

In your professional (LFRS) opinion do you feel cold within the house or feel that the occupant would benefit from support?

☐ Yes ☐ No

Risk Score

0

Overall Risk

NOT HIGH

<< Back

Next >>

Data Fields:

1. **ElecHeater** (int) – mandatory
2. **RiskCandles** (int) – mandatory
3. **SecureProperty** (int) – mandatory
4. **Cold** (int) – mandatory
5. **RiskScore** (int) – display sum value of questions. Set RiskRating to 'Not High' if score is greater than or equal to HighRiskValue (22), set RiskRating to 'High' if less than HighRiskValue
6. **RiskRating** (string) – format with red background if 'High' and green background if 'Not High'

Rules on controls:

<< Back (Button)

1. Switch view to 'Mobility'

Next >> (Button)

1. Switch view to 'Revisit and Referral'

Personal Details (Button)

1. Switch view to 'Personal Details'

Appointment Details (Button)

1. Switch view to 'AppointmentDetails'

Personal Circumstances (Button)

1. Switch View to 'Personal Circumstances'

Lifestyle and Behaviours (Button)

1. Switch View to 'Lifestyle and Behaviours'

Health (Button)

1. Switch View to 'Health'

Mobility (Button)

1. Switch View to 'Mobility'

Referral (Button)

1. Switch View to 'Revisit and Referral'

Visit Summary (Button)

1. Switch View to 'Visit Summary'

ElecHeater (Advice Text)

1. Hide if 0 or null

RiskCandles (Advice Text)

1. Hide if 0 or null

SecureProperty (Advice Text)

1. *Hide if 0 or null*

Cold (Advice Text)

1. Hide if 0 or null

Revisit and Referral

This section captures details on any referrals made to other partners as well as if a revisit has been recommended to the owner to follow up.

Personal Details	Appointment Details	Personal Circumstances	Lifestyle and Behaviours	Health	Mobility	Healthy Homes	Referral	Visit Summary
------------------	---------------------	------------------------	--------------------------	--------	----------	---------------	----------	---------------

Revisit Recommendation

Is a revisit required?

☐

If a revisit is needed, what timeframe is recommended?

Reason for revisit

(Limit 300 characters)

Have you highlighted an increased risk to revisiting staff/firefighters?

☐

Internal Referral

Is a referral to an internal department required?

Department:

Referring to Other Agencies

If assistance from another agency is needed e.g. Social Care, Age UK, Police, etc. you need to obtain permission from the client for a referral. Do you have permission?

Case Notes and Recommendations

(Limit 2000 characters)

Contact Centre Reassessment Outcome

<< Back

Next >>

Data Fields:

1. **RevisitRequired** (bool) – mandatory (default = false)
2. **RevisitTimeframe** (string) – conditional (mandatory if RevisitRequired = true)
 - a. Drop down list values (see [Revisit Timeframe](#) lookup)
3. **RevisitReason** (string) – conditional (mandatory if RevisitRequired = true), 300 character limit
4. **HighlightedRisk** (bool) – mandatory (default = false)
5. **InternalReferral** (bool) – mandatory (default = false)
6. **InternalReferralDept** (string) – optional
 - a. Drop down list values (see [Internal Referral Departments](#) lookup)
7. **ReferToAgencyPermission** (bool) – mandatory (default = false)
8. **AddressSelectedStation** (string) – conditional (mandatory if ReferToAgencyPermission = true), disable if ValidAddress = true
 - a. Drop down list values (see [Stations](#) lookup)
9. **SuggestedAgency** (string) – conditional (mandatory if ReferToAgencyPermission = true), sets placeholder text if suggestedAgency = 'Telecare Services' or 'Telecare – New Progress Housing'
 - a. "GP name and contact", "Next of kin/carer name and contact", "live landline (2m from mains)", "H&S considerations", "Additional info if priority"
 - b. Drop down list values (see [Partners](#) lookup)
10. **OtherAgencyName** (string) – conditional (mandatory if SuggestedAgency = Other)
11. **R1Determinants** (string) – optional (multi-select)
 - a. Drop down list values (see [Determinants](#) lookup)
12. **ReferralReason** (string) – conditional (mandatory if ReferToAgencyPermission = true)
13. **SuggestedAgency2** (string) – conditional (mandatory if ReferToAgencyPermission = true), sets placeholder text if suggestedAgency2 = 'Telecare Services' or 'Telecare – New Progress Housing'
 - a. "GP name and contact", "Next of kin/carer name and contact", "live landline (2m from mains)", "H&S considerations", "Additional info if priority"
 - b. Drop down list values (see [Partners](#) lookup)
14. **OtherAgencyName2** (string) – conditional (mandatory if SuggestedAgency2 = Other)
15. **R2Determinants** (string) – optional (multi-select)
 - a. Drop down list values (see [Determinants](#) lookup)
16. **ReferralReason2** (string) – conditional (mandatory if ReferToAgencyPermission = true)
17. **SuggestedAgency3** (string) – conditional (mandatory if ReferToAgencyPermission = true), sets placeholder text if suggestedAgency3 = 'Telecare Services' or 'Telecare – New Progress Housing'
 - a. "GP name and contact", "Next of kin/carer name and contact", "live landline (2m from mains)", "H&S considerations", "Additional info if priority"
 - b. Drop down list values (see [Partners](#) lookup)
18. **OtherAgencyName3** (string) – conditional (mandatory if SuggestedAgency3 = Other)
19. **R3Determinants** (string) – optional (multi-select)
 - a. Drop down list values (see [Determinants](#) lookup)
20. **ReferralReason3** (string) – conditional (mandatory if ReferToAgencyPermission = true)
21. **CaseNotes** (string) – optional (character limit 2000 characters)
22. **CCReassessment** (string) – optional

Rules on controls:

<< Back (Button)

1. Switch view to 'Healthy Homes'

Next >> (Button)

1. Switch view to 'Visit Summary'

Personal Details (Button)

1. Switch view to 'Personal Details'

Appointment Details (Button)

1. Switch view to 'AppointmentDetails'

Personal Circumstances (Button)

1. Switch View to 'Personal Circumstances'

Lifestyle and Behaviours (Button)

1. Switch View to 'Lifestyle and Behaviours'

Health (Button)

1. Switch View to 'Health'

Mobility (Button)

1. Switch View to 'Mobility'

Referral (Button)

1. Switch View to 'Healthy Homes'

Visit Summary (Button)

1. Switch View to 'Visit Summary'

ReferToAgencyPermission (secondary fields)

1. Hide if false

Visit Summary

This section captures details on any equipment provided as part of the visit and a summary of visit e.g. visit date, who undertook the visit. It also captures the reason if the visit was unable to be completed e.g unable to contact or declined.

Personal Details	Appointment Details	Personal Circumstances	Lifestyle and Behaviours	Health	Mobility	Healthy Homes	Referral	Visit Summary
------------------	---------------------	------------------------	--------------------------	--------	----------	---------------	----------	---------------

Equipment Provided

Standard Smoke Alarms		Visual Vibrating Alarm
Quantity	Batch No	Quantity
<input type="text"/>	<input type="text"/>	<input type="text"/>

Equipment Type	Quantity
<input type="text"/>	<input type="text"/>

☒ Insert item

Brief Intervention and/or Advice

Any brief interventions?

No

Please select at least one determinant from below:

☒ Insert item

Brief intervention summary

(Limit 2000 characters)

I acknowledge receipt of the equipment and/or fire safety advice, provided by Lancashire Fire and Rescue Service and understand that Lancashire Fire and Rescue Service are under no obligation for the maintenance or replacement of the items provided.

Please tick ☐

Thank you for spending time completing this form. Lancashire Fire and Rescue Service is committed to a cycle of continuous improvement and quality assurance and your feedback is important to us as part of this process. Lancashire Fire and Rescue Service is committed to the fair and secure processing of personal information. We will use the information collected to improve our service delivery through sharing of this information with partners and other organisation acting on our behalf.

If you object to this, please tick the box ☐

Please tick if you do not wish to be contacted by LFRS ☐

Visit Summary

Ops or CFS

Reason no visit made

Visit Date	Initial Visit Duration (Including Travel Time)	Number of LFRS Staff Involved
<input type="text"/>	<input type="text"/>	<input type="text"/>

<< Revisit/Referral

Submit

Data Fields:

1. **SmokeAlarmQty** (int) – optional
2. **EquipmentBatchNoInitial** (string) – conditional (mandatory if SmokeAlarmQty is not blank)
3. **VVAQuantity** (int) – optional
4. **EquipmentTypeInitial** (string) – optional (repeating with EquipmentQtyInitial)
 - a. Drop down list values (see [Equipment](#) lookup)
5. **EquipmentQtyInitial** (int) – optional (repeating with EquipmentTypeInitial)
6. **OtherEquipment** (string) – optional
7. **OtherEquipmentQty** (int) – conditional (mandatory if OtherEquipment is not blank)
8. **AnyBriefInterventions** (bool) – optional
9. **BIDeterminants** (string) – conditional (mandatory if AnyBriefInterventions = true), multi-select
 - a. Drop down list values (see [Determinants](#) lookup)
10. **InterventionAdvice** (string) – conditional (mandatory if AnyBriefInterventions = true)
11. **EquipmentReceipt** (bool) – mandatory (default = false)
12. **InfoSharing** (bool) – mandatory (default = false)
13. **DoNotContact** (bool) – mandatory (default = false)
14. **OpsOrCFS** (string) – mandatory
 - a. Drop down list values:
 - i. OPS
 - ii. CFS
15. **Station** (string) – conditional (mandatory if OpsOrCFS = OPS)
 - a. Drop down list values (see [Stations](#) lookup)
16. **Watch** (string) – conditional (mandatory if OpsOrCFS = OPS)
 - a. Drop down list values (see [Watch](#) lookup)
17. **CFSServiceNo1** (string) – conditional (mandatory if OpsOrCFS = CFS)
18. **CFSServiceNo2** (string) – optional
19. **NoVisitReason** (string) – optional
 - a. Drop down list values (see [No Visit Reason](#) lookup)
20. **VisitDate** (date) – mandatory
21. **VisitTimeTaken** (int) – mandatory
22. **NumberOfStaff** (int) - mandatory

Rules on controls:

<< Revisit/Referral (Button)

1. Switch view to 'Revisit and Referral'

Submit (Button)

1. Data validation – check mandatory/conditional fields before allow submit
2. Set formotus user to currentUser value
3. Submit form to SharePoint library (<https://destiny.lancsfirerescue.org.uk/HFSC%20Visits/>)

Personal Details (Button)

1. Switch view to 'Personal Details'

Appointment Details (Button)

1. Switch view to 'AppointmentDetails'

Personal Circumstances (Button)

1. Switch View to 'Personal Circumstances'

Lifestyle and Behaviours (Button)

1. Switch View to 'Lifestyle and Behaviours'

Health (Button)

1. Switch View to 'Health'

Mobility (Button)

1. Switch View to 'Mobility'

Referral (Button)

1. Switch View to 'Healthy Homes'

Visit Summary (Button)

1. Switch View to 'Visit Summary'

ReferToAgencyPermission (secondary fields)

1. Hide if false

Lookups

Determinants

- Dementia
- Diabetes
- Trips and Falls
- Healthy Homes
- Social Isolation
- Mental Health
- Home Security
- Fire
- Other

Disability

- Yes
- No
- Prefer not to say

Equipment

- Fire Retardant Bedding
- Fire Retardant Throw
- Fire Retardant Blanket
- Cooking Timer
- Oil Filled Radiator
- Cooker Dots
- Deep Fat Fryer
- Extension Lead
- Plugster
- Guardian Angel
- 999 ReUnite
- Safe and Warm Pack
- Dementia Stickers
- Message in a Bottle
- Ashtrays
- Metal Bins
- Other

Ethnicity

- value="11" name="White: English/Scottish/Welsh/British"
- value="12" name="White: Irish"
- value="53" name="White: Gypsy or Irish traveller"
- value="13" name="White: Other"
- value="21" name="Mixed: White and Black-Caribbean"

- value="22" name="Mixed: White and Black-African"
- value="23" name="Mixed: White and Asian"
- value="24" name="Mixed: Other"
- value="31" name="Asian/British Asian: Indian"
- value="32" name="Asian/British Asian: Pakistani"
- value="33" name="Asian/British Asian: Bangladeshi"
- value="51" name="Asian/British Asian: Chinese"
- value="34" name="Asian/British Asian: Other"
- value="41" name="Black/British Black: Caribbean"
- value="42" name="Black/British Black: African"
- value="43" name="Black/British Black: Other"
- value="54" name="Arab"
- value="52" name="Other"
- value="60" name="Declined"
- value="0" name="Not Stated"

Gender

- Male
- Female
- Other
- Prefer not to say

Internal Referral Departments

- Prevention Department
- Protection Department
- Princes Trust
- Fire Cadets
- FIRES

No Visit Reason

- Unable to contact
- Declined (did not want visit)
- Already had a visit
- Occupier moved/deceased

Partners

- value="Adult Social Care" name="Adult Social Care" stations="W30 - Blackpool; W31 - Bispham; W37 - South Shore"
- value="Age Concern" name="Age Concern" stations="C50 - Preston; C52 - Fulwood; S51 - Ormskirk; S53 - Bamber Bridge; S54 - Chorley; S55 - Leyland; S56 - Skelmersdale; S57 - Penwortham; S58 - Tarleton"
- value="Age UK" name="Age UK" stations="E59 - Longridge; E70 - Hyndburn; E71 - Blackburn; E72 - Great Harwood; E76 - Darwen; E91 - Clitheroe; P73 - Bacup; P74 - Rawtenstall; P75 - Haslingden; P90 - Burnley; P92 - Padiham; P93 - Barnoldswick; P94 - Nelson; P95 - Earby; P96 - Colne; W34 - Wesham;

W35 - Lytham; W36 - St Annes; N11 - Lancaster; N12 - Morecambe; N13 - Bolton-Le-Sands; N14 - Carnforth; N15 - Silverdale; N16 - Hornby; N32 - Fleetwood; N33 - Preesall; N18 - Garstang; S51 - Ormskirk; S53 - Bamber Bridge; S54 - Chorley; S55 - Leyland; S56 - Skelmersdale; S57 - Penwortham; S58 - Tarleton; W30 - Blackpool; W31 - Bispham; W37 - South Shore"

- value="Care and Repair" name="Care and Repair" stations="C50 - Preston; C52 - Fulwood; N32 - Fleetwood; N33 - Preesall; N18 - Garstang; S51 - Ormskirk; S53 - Bamber Bridge; S54 - Chorley; S55 - Leyland; S56 - Skelmersdale; S57 - Penwortham; S58 - Tarleton; W30 - Blackpool; W31 - Bispham; W37 - South Shore; W34 - Wesham; W35 - Lytham; W36 - St Annes"
- "Care Coordinators" name="Care Coordinators" stations="N11 - Lancaster; N12 - Morecambe; N13 - Bolton-Le-Sands; N14 - Carnforth; N15 - Silverdale; N16 - Hornby; N32 - Fleetwood; N33 - Preesall; N18 - Garstang"
- value="Chorley Council" name="Chorley Council" stations="S54 - Chorley"
- value="Cosy Homes" name="Cosy Homes" stations="*" /><agency value="Creative Support" name="Creative Support" stations="P73 - Bacup; P74 - Rawtenstall; P75 - Haslingden; P90 - Burnley; P92 - Padiham; P93 - Barnoldswick; P94 - Nelson; P95 - Earby; P96 - Colne"
- value="Environmental Protection Blackpool Council" name="Environmental Protection Blackpool Council" stations="E71 - Blackburn; E76 - Darwen"
- value="Falls Team" name="Falls Team" stations="P73 - Bacup; P74 - Rawtenstall; P75 - Haslingden; P90 - Burnley; P92 - Padiham; P93 - Barnoldswick; P94 - Nelson; P95 - Earby; P96 - Colne"
- value="Fylde Housing" name="Fylde Housing" stations="W34 - Wesham; W35 - Lytham; W36 - St Annes"
- value="Home Improvement Agency" name="Home Improvement Agency" stations="N11 - Lancaster; N12 - Morecambe; N13 - Bolton-Le-Sands; N14 - Carnforth; N15 - Silverdale; N16 - Hornby; N32 - Fleetwood; N33 - Preesall; N18 - Garstang"
- value="Homewise" name="Homewise" stations="E59 - Longridge; E70 - Hyndburn; E72 - Great Harwood; E76 - Darwen; E91 - Clitheroe"
- value="Housing - West Lancs Borough" name="Housing - West Lancs Borough" stations="S51 - Ormskirk; S56 - Skelmersdale; S58 - Tarleton"
- value="Housing Enforcement" name="Housing Enforcement" stations="C50 - Preston; C52 - Fulwood; W30 - Blackpool"
- value="Housing Standards" name="Housing Standards" stations="C50 - Preston; C52 - Fulwood; W30 - Blackpool"
- value="Lancashire Carers Service" name="Lancashire Carers Service" stations="C50 - Preston; C52 - Fulwood"
- value="Mind" name="Mind" stations="P73 - Bacup; P74 - Rawtenstall; P75 - Haslingden"
- value="Progress Housing Group" name="Progress Housing Group" stations="N11 - Lancaster; N12 - Morecambe; N13 - Bolton-Le-Sands; N14 - Carnforth; N15 - Silverdale; N16 - Hornby; N32 - Fleetwood; N33 - Preesall; N18 - Garstang"
- value="Sensory Team Blackpool" name="Sensory Team Blackpool" stations="W30 - Blackpool; W31 - Bispham; W37 - South Shore"
- value="Social Services" name="Social Services" stations="C50 - Preston; C52 - Fulwood; P73 - Bacup; P74 - Rawtenstall; P75 - Haslingden; P90 - Burnley; P92 - Padiham; P93 - Barnoldswick; P94 - Nelson; P95 - Earby; P96 - Colne; N11 - Lancaster; N12 - Morecambe; N13 - Bolton-Le-Sands; N14 - Carnforth; N15 - Silverdale; N16 - Hornby; N32 - Fleetwood; N33 - Preesall; N18 - Garstang; S51 - Ormskirk; S53 - Bamber Bridge; S54 - Chorley; S55 - Leyland; S56 - Skelmersdale; S57 - Penwortham; S58 - Tarleton"
- value="South Ribble Council" name="South Ribble Council" stations="E71 - Blackburn; E76 - Darwen"
- value="Telecare - New Progress Housing" name="Telecare - New Progress Housing" stations="S53 - Bamber Bridge; S54 - Chorley; S55 - Leyland; S57 - Penwortham"

- value="Telecare Services" name="Telecare Services" stations="P73 - Bacup; P74 - Rawtenstall; P75 - Haslingden; P90 - Burnley; P92 - Padiham; P93 - Barnoldswick; P94 - Nelson; P95 - Earby; P96 - Colne"
- value="West Lancashire Council" name="West Lancashire Council" stations="S51 - Ormskirk; S56 - Skelmersdale; S58 - Tarleton"
- value="Other" name="Other" stations="*"

Property Type

- House: Detached
- House: Semi-detached
- House: Terraced
- Flat or Maisonette
- Bungalow: Detached
- Bungalow: Semi-detached
- Mobile Home
- Other
- Unknown

Revisit Timeframe

- value="90" name="3 Months"
- value="180" name="6 Months"
- value="270" name="9 Months"
- value="360" name="12 Months" default value
- value="540" name="18 Months"

Stations

- value="C50 - Preston" name="C50 - Preston"
- value="C52 - Fulwood" name="C52 - Fulwood"
- value="E59 - Longridge" name="E59 - Longridge"
- value="E70 - Hyndburn" name="E70 - Hyndburn"
- value="E71 - Blackburn" name="E71 - Blackburn"
- value="E72 - Great Harwood" name="E72 - Great Harwood"
- value="E76 - Darwen" name="E76 - Darwen"
- value="E91 - Clitheroe" name="E91 - Clitheroe"
- value="N11 - Lancaster" name="N11 - Lancaster"
- value="N12 - Morecambe" name="N12 - Morecambe"
- value="N13 - Bolton-Le-Sands" name="N13 - Bolton-Le-Sands"
- value="N14 - Carnforth" name="N14 - Carnforth"
- value="N15 - Silverdale" name="N15 - Silverdale"
- value="N16 - Hornby" name="N16 - Hornby"
- value="N18 - Garstang" name="N18 - Garstang"
- value="N32 - Fleetwood" name="N32 - Fleetwood"
- value="N33 - Preesall" name="N33 - Preesall"
- value="P73 - Bacup" name="P73 - Bacup"
- value="P74 - Rawtenstall" name="P74 - Rawtenstall"
- value="P75 - Haslingden" name="P75 - Haslingden"

- value="P90 - Burnley" name="P90 - Burnley"
- value="P92 - Padiham" name="P92 - Padiham"
- value="P93 - Barnoldswick" name="P93 - Barnoldswick"
- value="P94 - Nelson" name="P94 - Nelson"
- value="P95 - Earby" name="P95 - Earby"
- value="P96 - Colne" name="P96 - Colne"
- value="S51 - Ormskirk" name="S51 - Ormskirk"
- value="S53 - Bamber Bridge" name="S53 - Bamber Bridge"
- value="S54 - Chorley" name="S54 - Chorley"
- value="S55 - Leyland" name="S55 - Leyland"
- value="S56 - Skelmersdale" name="S56 - Skelmersdale"
- value="S57 - Penwortham" name="S57 - Penwortham"
- value="S58 - Tarleton" name="S58 - Tarleton"
- value="W30 - Blackpool" name="W30 - Blackpool"
- value="W31 - Bispham" name="W31 - Bispham"
- value="W34 - Wesham" name="W34 - Wesham"
- value="W35 - Lytham" name="W35 - Lytham"
- value="W36 - St Annes" name="W36 - St Annes"
- value="W37 - South Shore" name="W37 - South Shore"

Title

- Mr
- Mrs
- Miss
- Ms
- Other

Visit Reason

- C19 Modified
- C19 Critical
- Hot Strike
- Post Fire Incident
- FIRES
- PIAL
- Revisit

Watch

- value="B" name="Blue"
- value="G" name="Green"
- value="R" name="Red"
- value="W" name="White"
- value="FDC" name="FDC"
- value="DCP" name="DCP"
- value="RET" name="RET"

Data Connections

Determinants

This receive type XML file data connection looks up records this XML file:

S:\Development\Contact Centre\Forms\Sign1Determinants.xml

Ethnicity

This receive type XML file data connection looks up records in this XML file:

S:\Development\Contact Centre\Forms\Sign1Ethnicity.xml

Partner Agencies

This receive type XML file data connection looks up records in this XML file:

S:\Development\Contact Centre\Forms\Sign1PartnerAgenciesv2.xml

Stations

This receive type XML file data connection looks up records in this XML file:

S:\Development\Contact Centre\Forms\Sign1Stations.xml

Equipment

This receive type XML file data connection looks up records in this XML file:

S:\Development\Contact Centre\Forms\Sign1Equipment3.xml

SharePoint Library Submit

This submit type SharePoint Library data connection submits the form as an XML file to the HFSC Referral library where it is linked to the form template hosted there.

Characters

This receive type XML data connection contains values for special characters that are used within translate functions e.g. to replace a carriage return with a comma and a space.