

# Workflow Maps

April 2022

These maps provide an overview of Mosaic processes; they do not contain all possible outcomes. Refer to the Mosaic Hub for more information about Mosaic processes ([www.lincolnshire.gov.uk/mosaic-hub](http://www.lincolnshire.gov.uk/mosaic-hub)).

The word 'Adult' and 'WB' have been removed wherever possible, as they precede most Mosaic activity for adults' cases.

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## Key

**Step Name or**  
Mosaic activity  
[responsible  
worker/team]

Activity outside  
of Mosaic

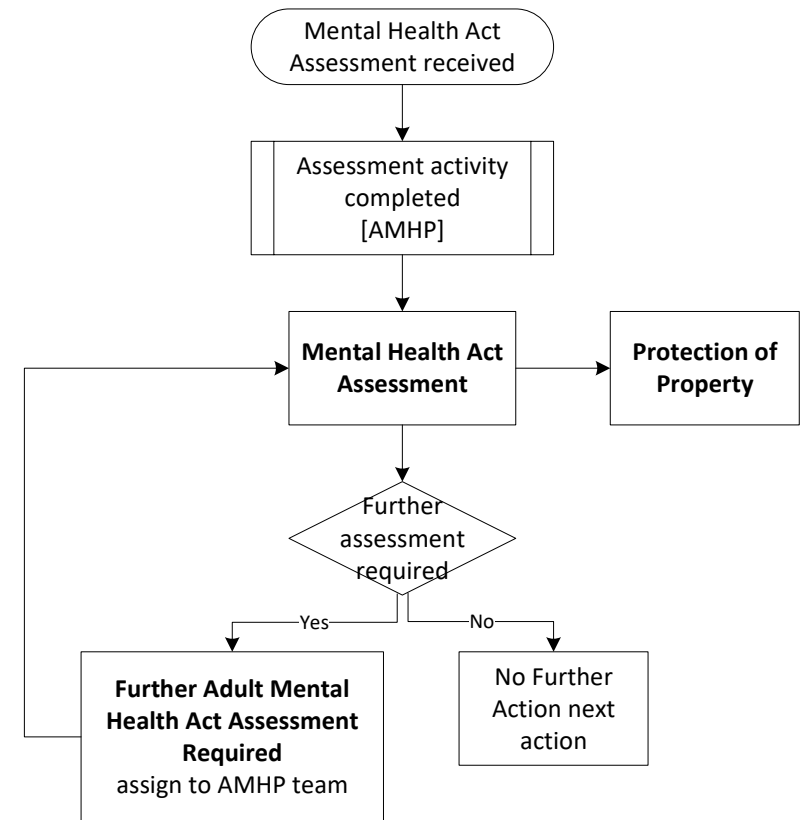
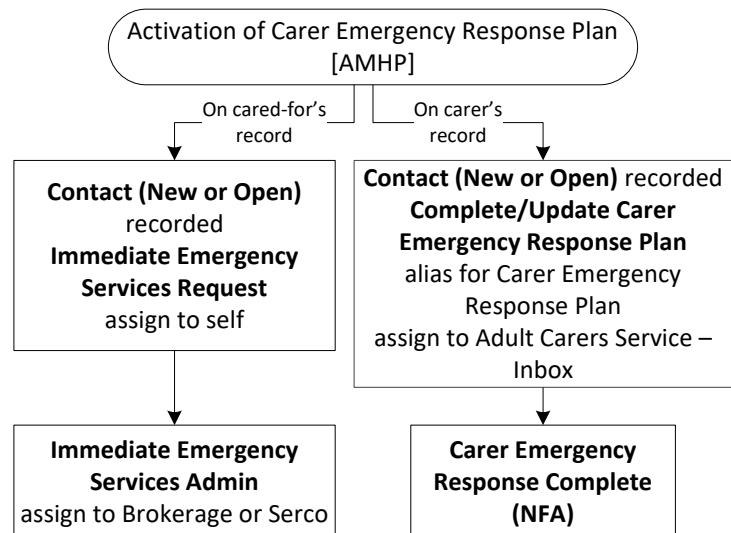
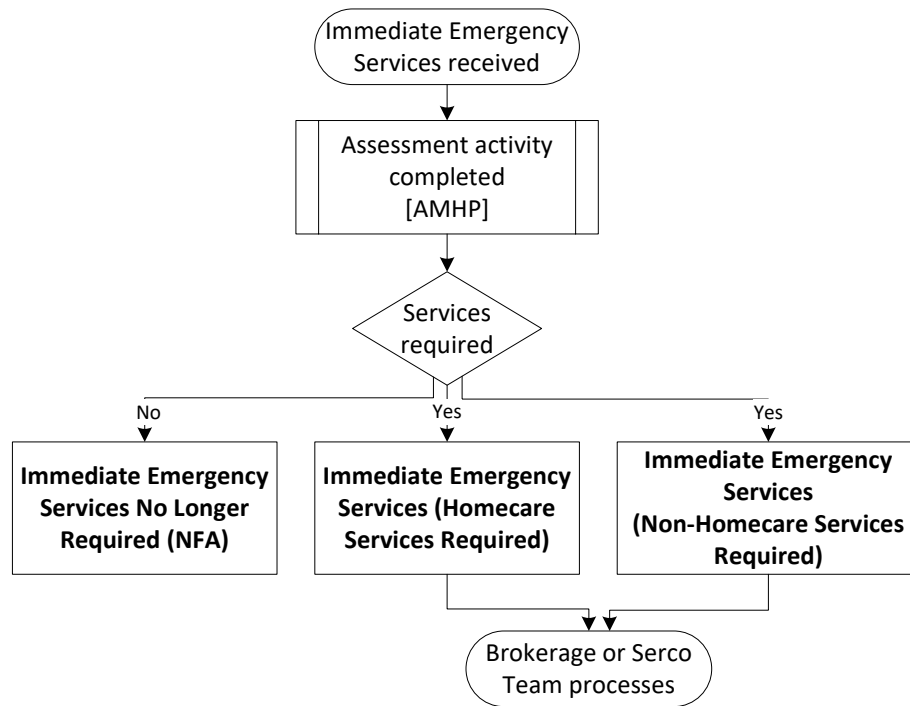
Question

Other process

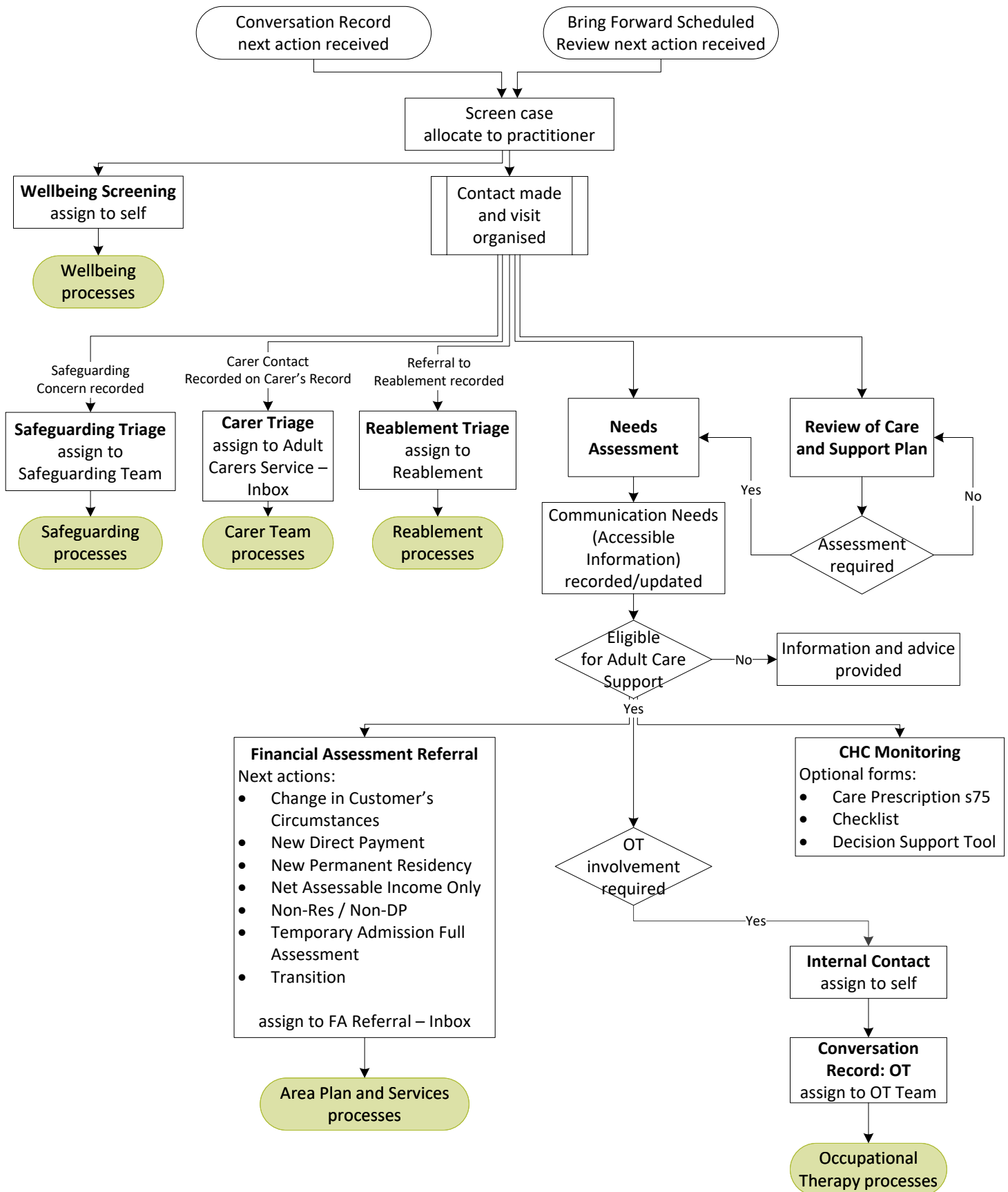
Hyperlinked to  
other process map

\* Requires  
authorisation

## Approved Mental Health Professional (AMHP)



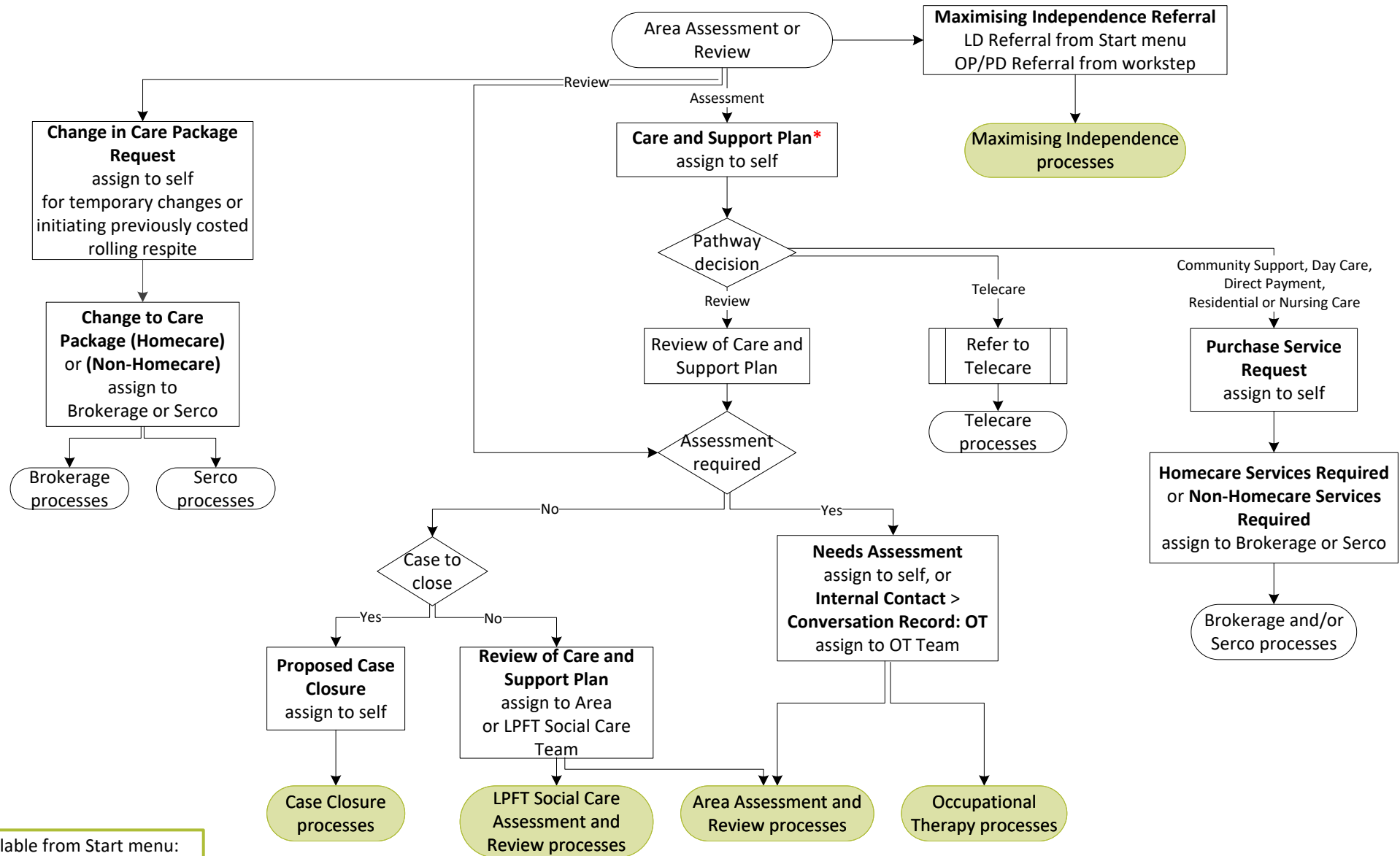
# Area Assessment and Review



- **Referral to LPFT Social Care:** complete Referral to LPFT Mental Health Social Care and assign LPFT Social Care Initial Conversation next action
- **Joint Working:** send 'Additional assessor input required' request to LPFT Social Care practitioner

- Available from Start menu:
- Contact (Family Group Conference)
  - CoP Private Applicant
  - Corporate Appointeeship/CoP Deputyship Referral
  - CSL Referral

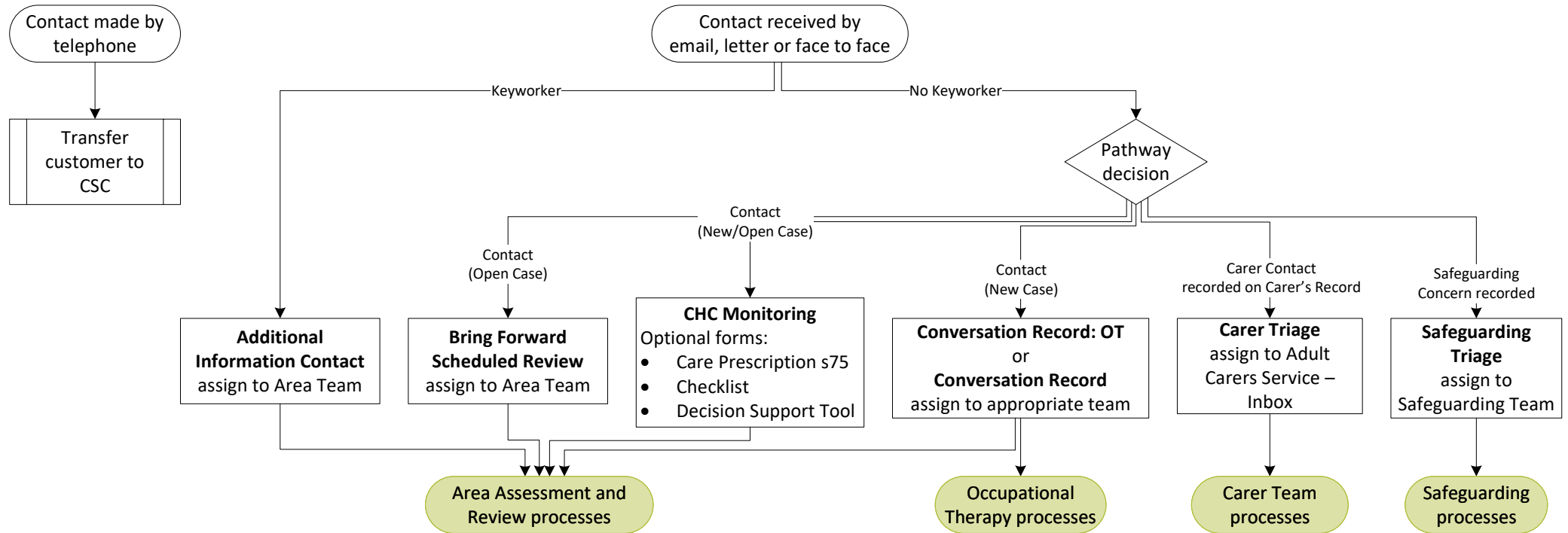
# Area Plan and Services



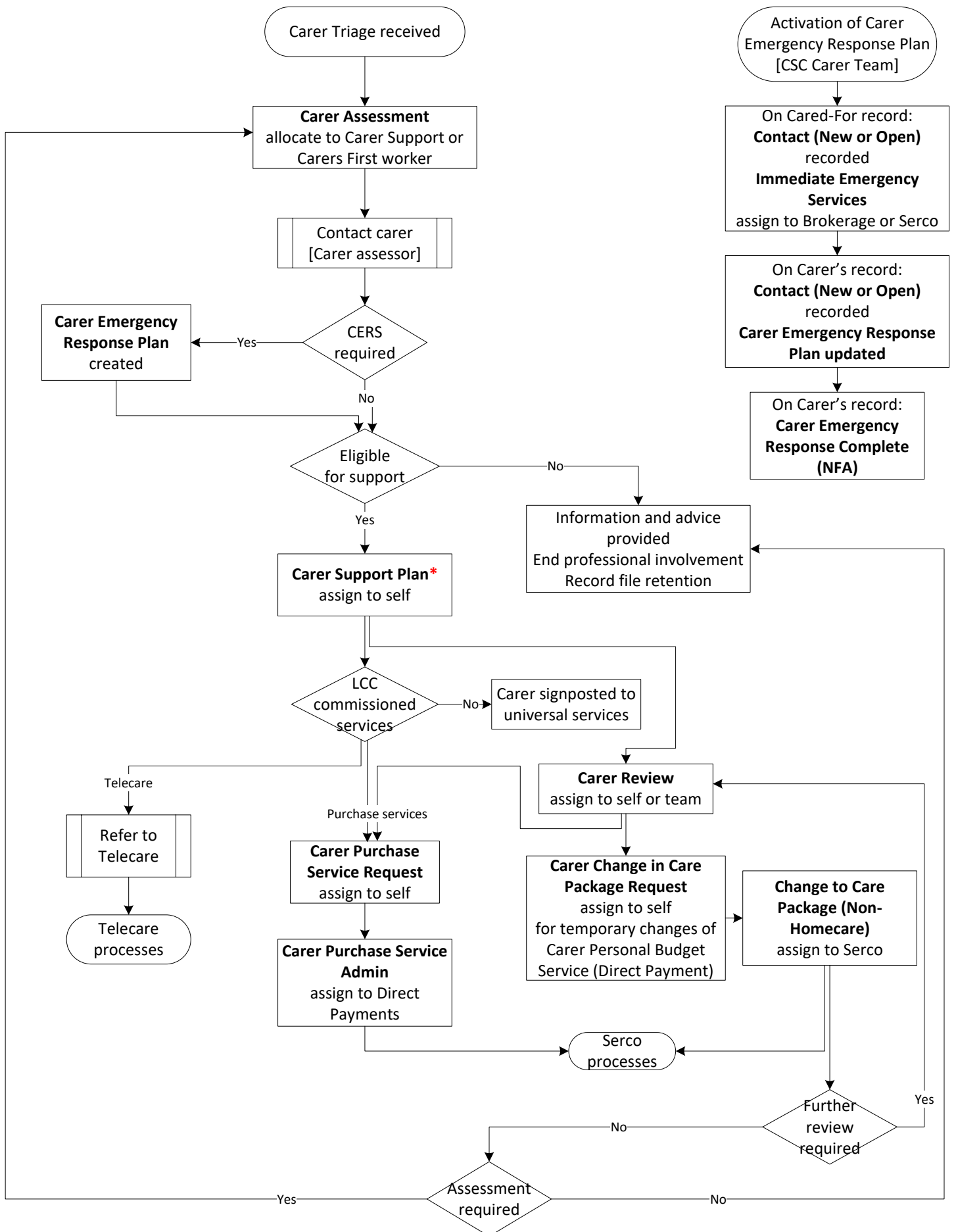
Available from Start menu:

- Contact (Family Group Conference)
- Corporate Appointeeship/ CoP Deputyship Referral
- CoP Private Applicant

# Business Support



# Carer Team



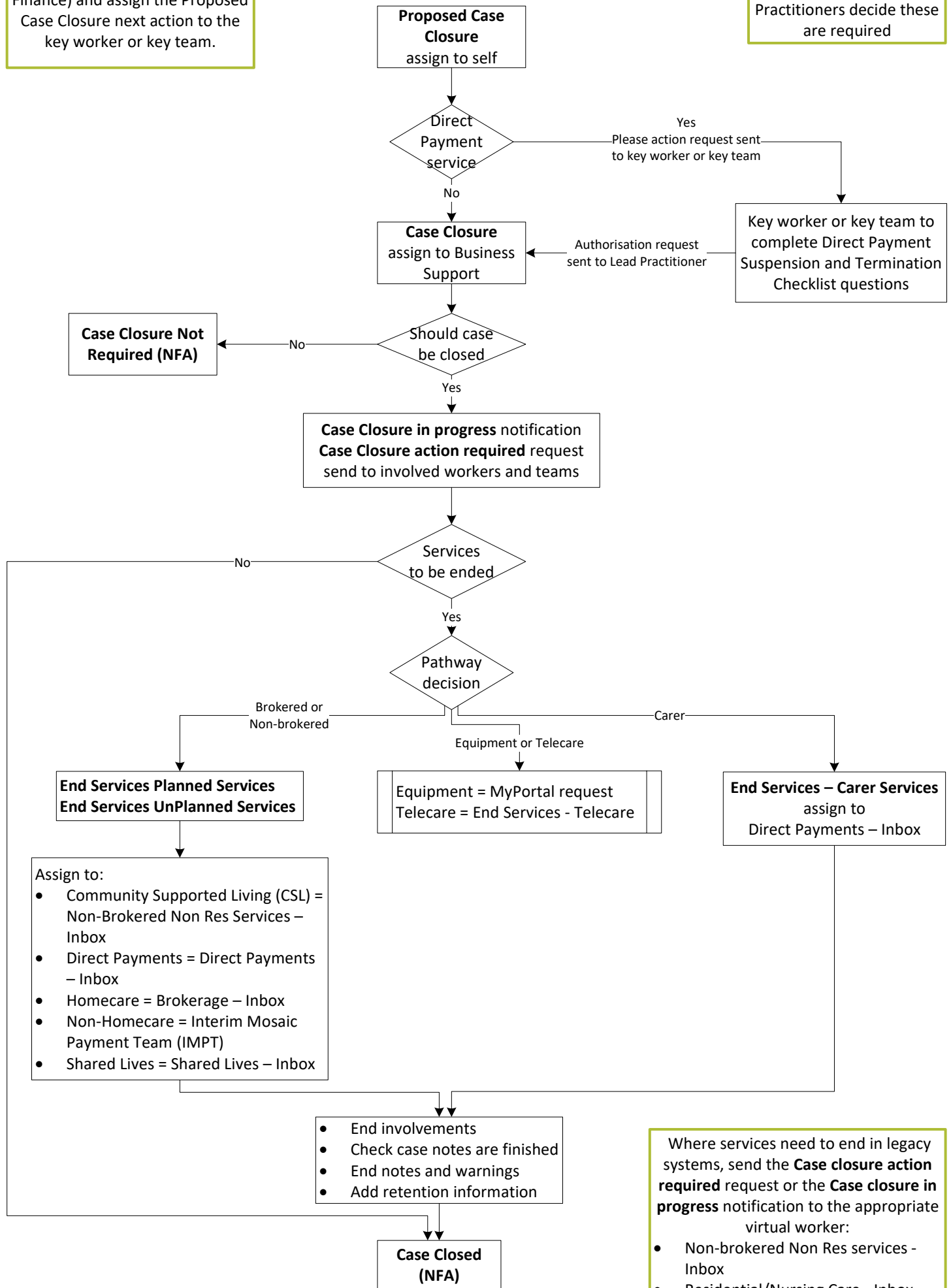
Available from start menu:

- Carer Correspondence
- Contact (Family Group Conference)

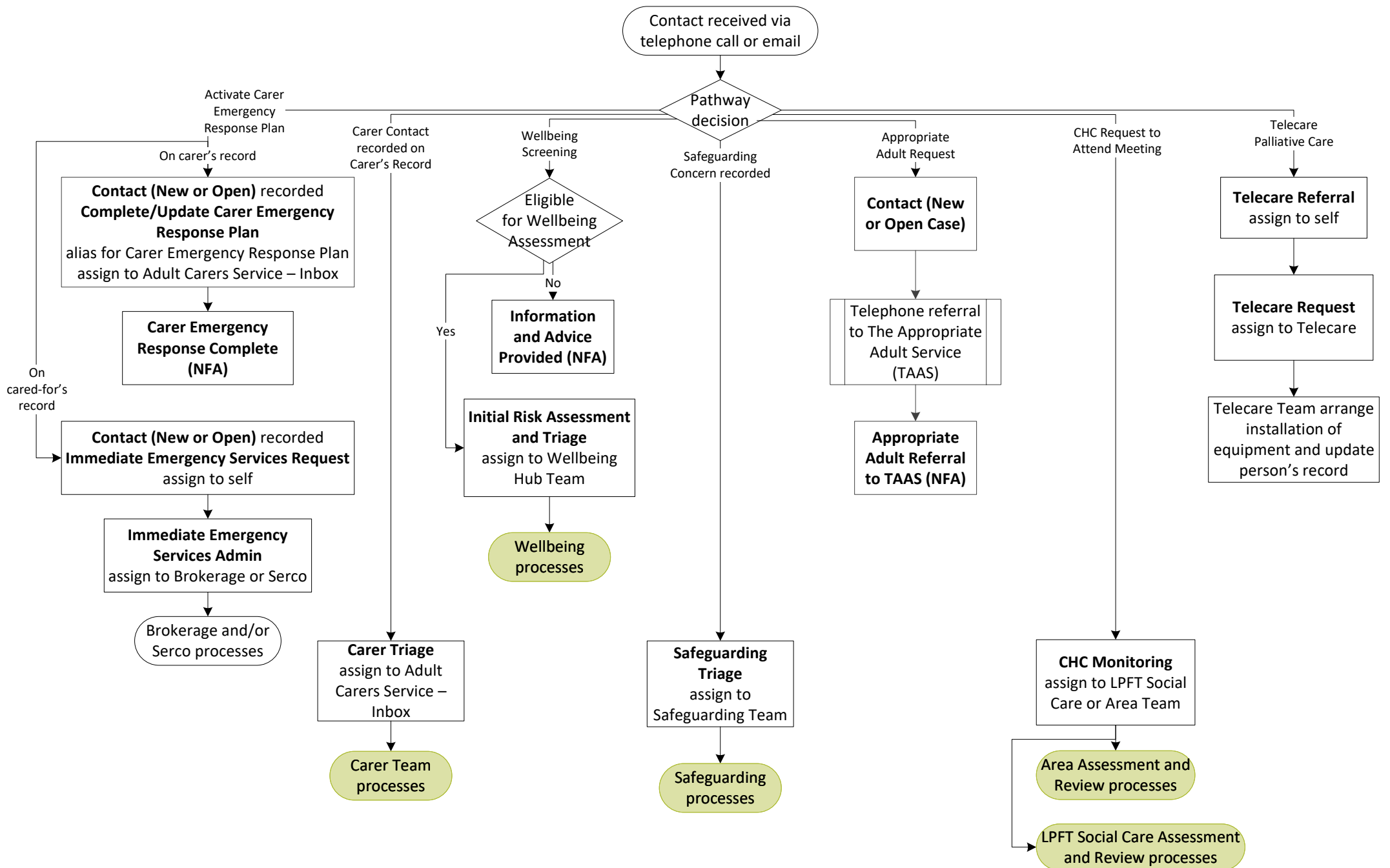
# Case Closure

Finance colleagues complete the Contact (Additional Information - Finance) and assign the Proposed Case Closure next action to the key worker or key team.

**Proposed Case Closure Authorisations** are available if Lead Practitioners decide these are required

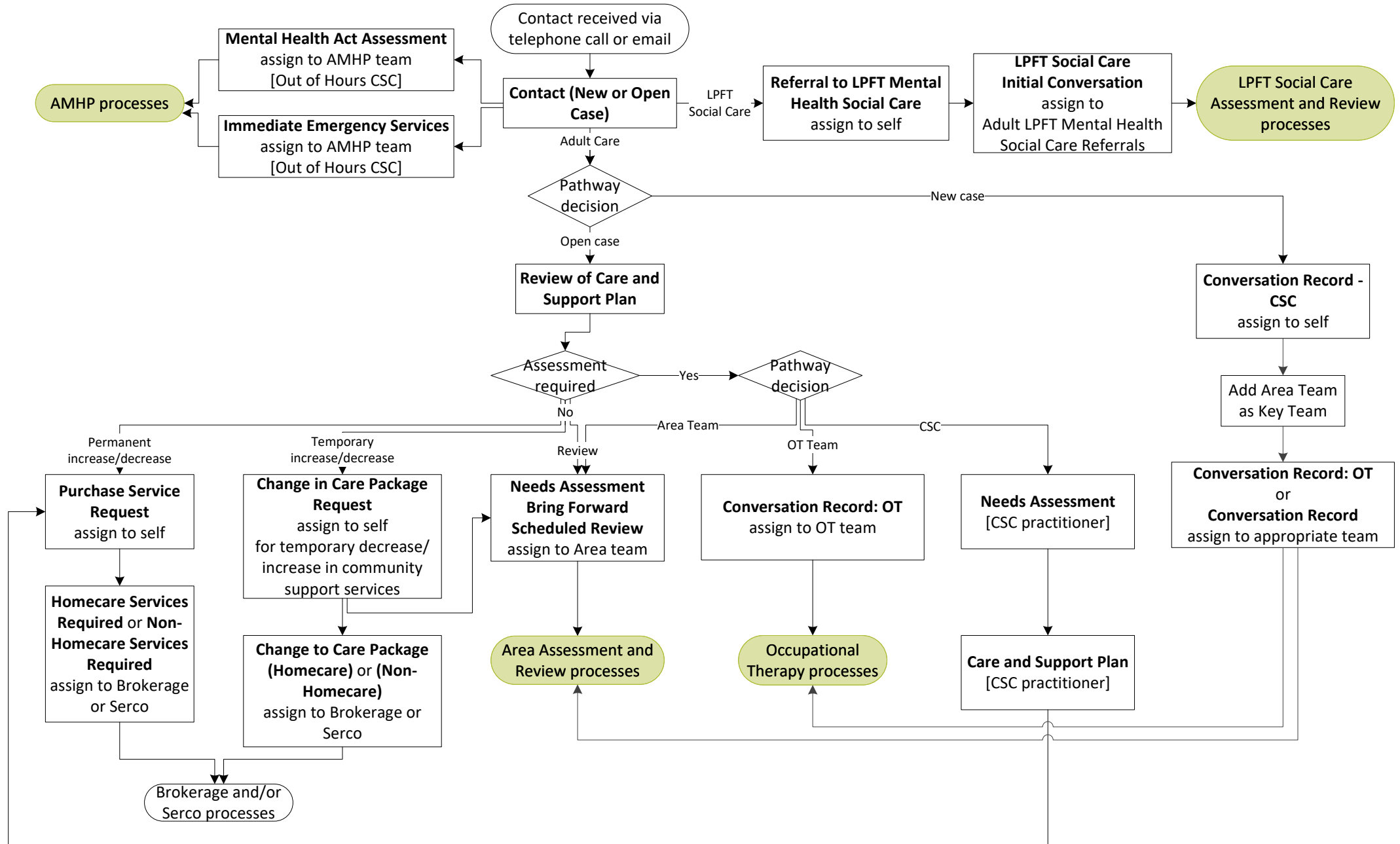


# CSC Point of Contact

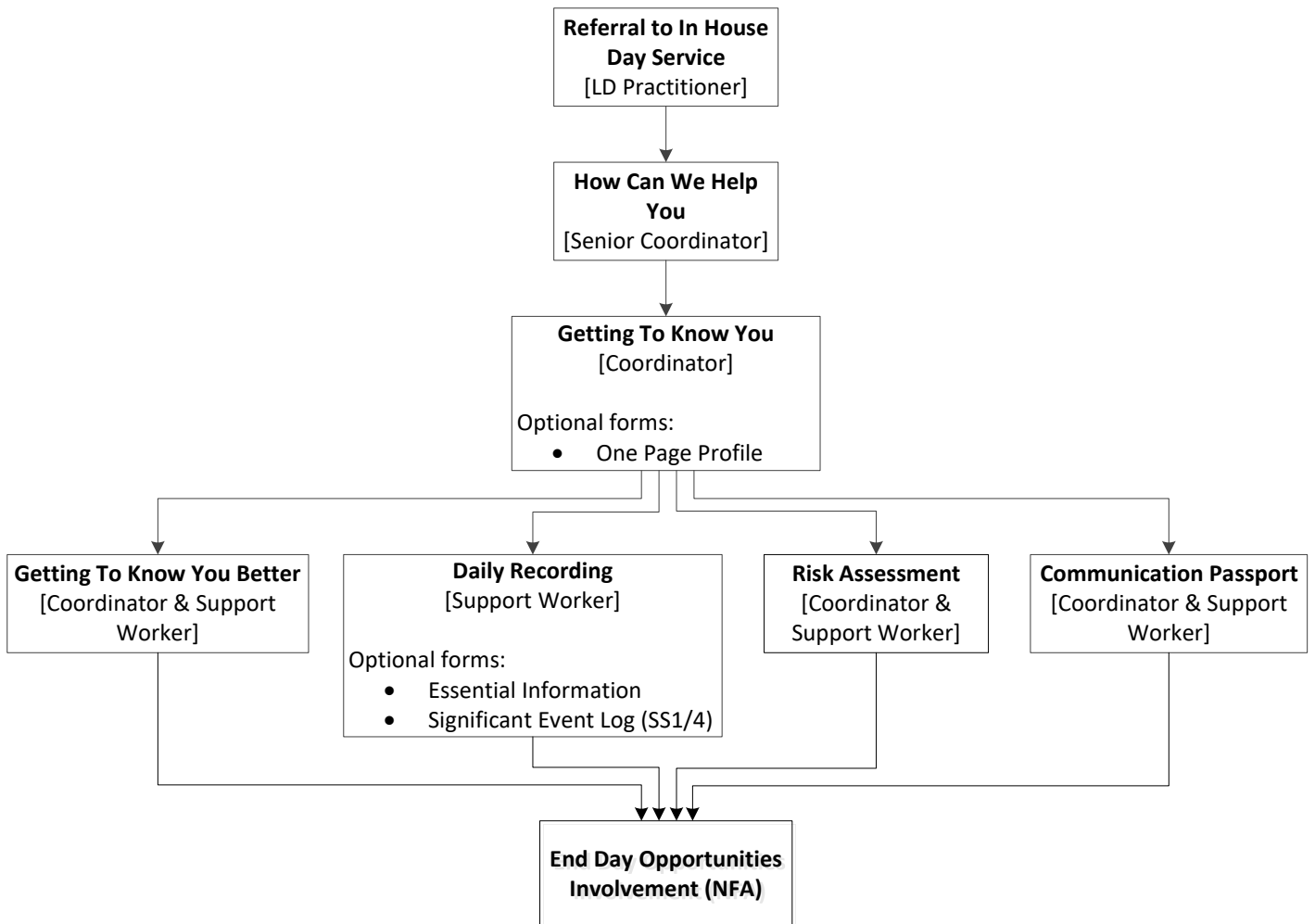




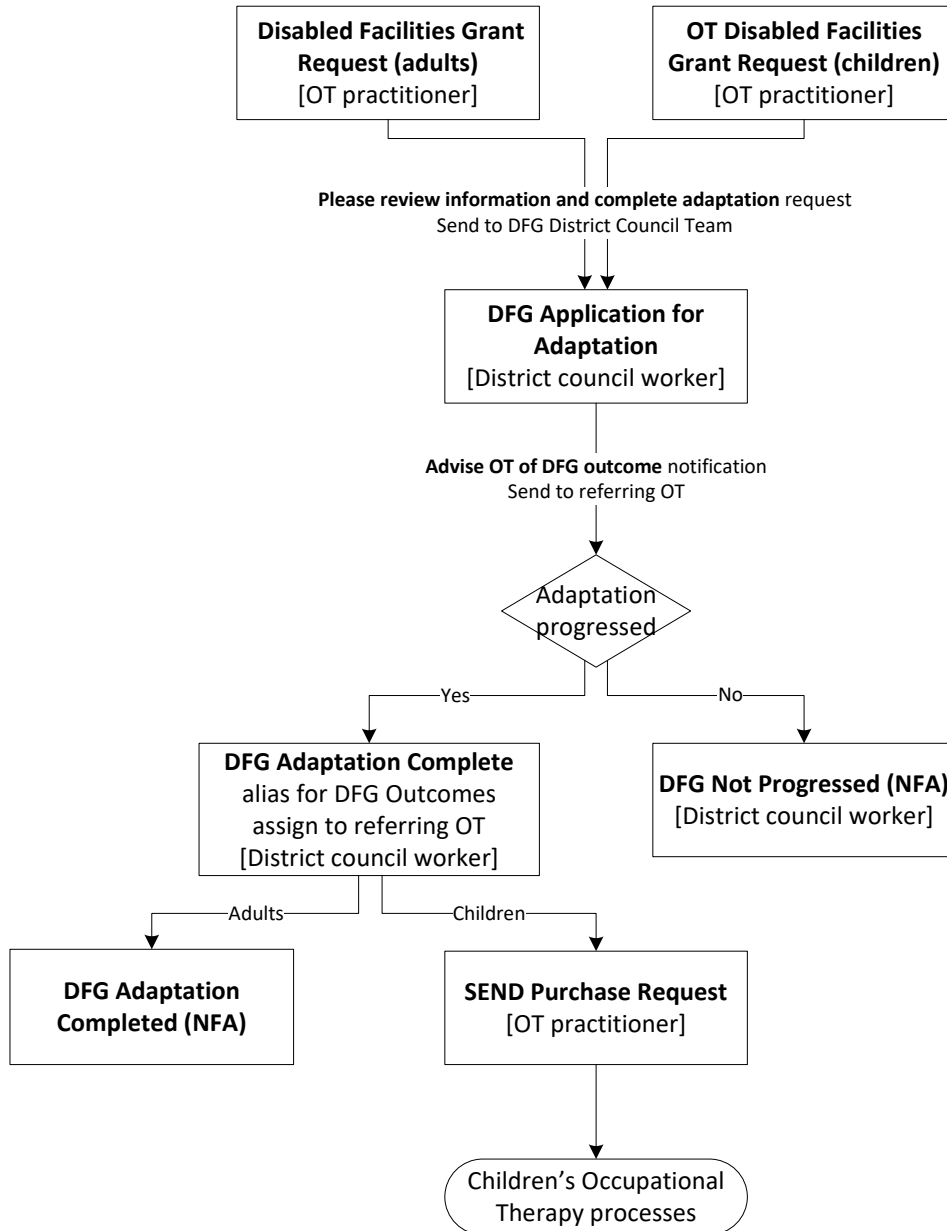
# CSC Point of Contact



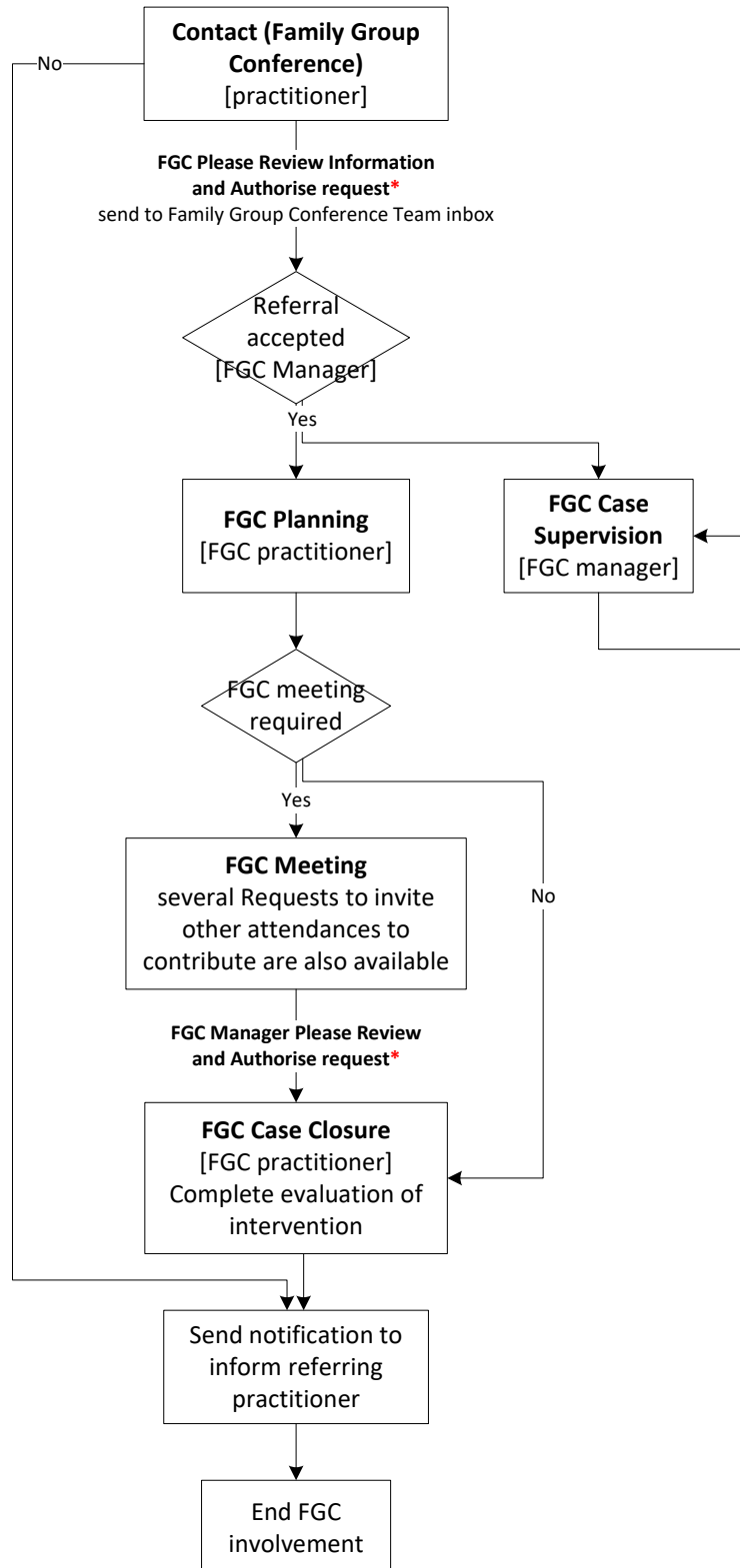
# Day Opportunities



# Disabled Facilities Grant (DFG)

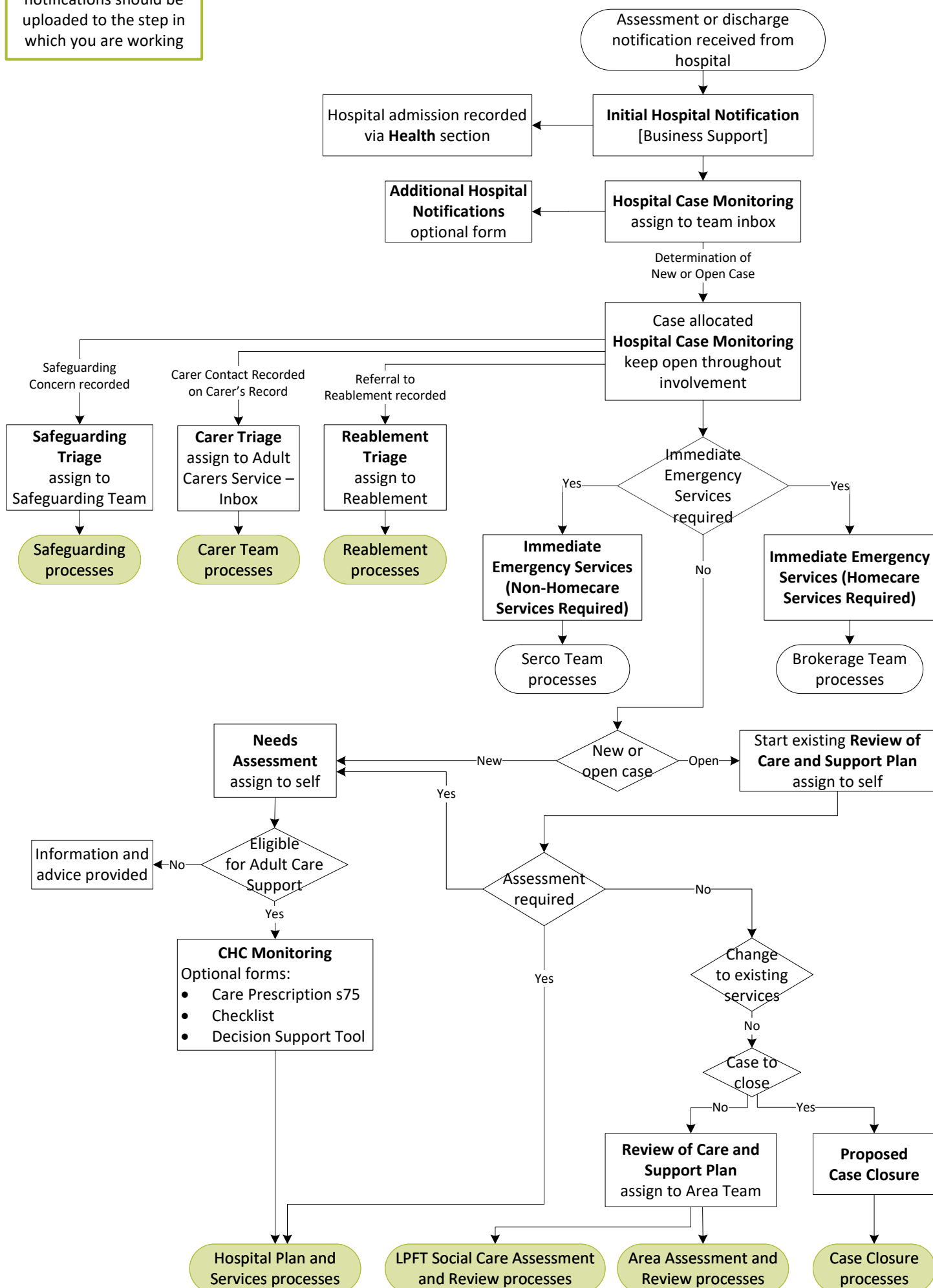


# Family Group Conference



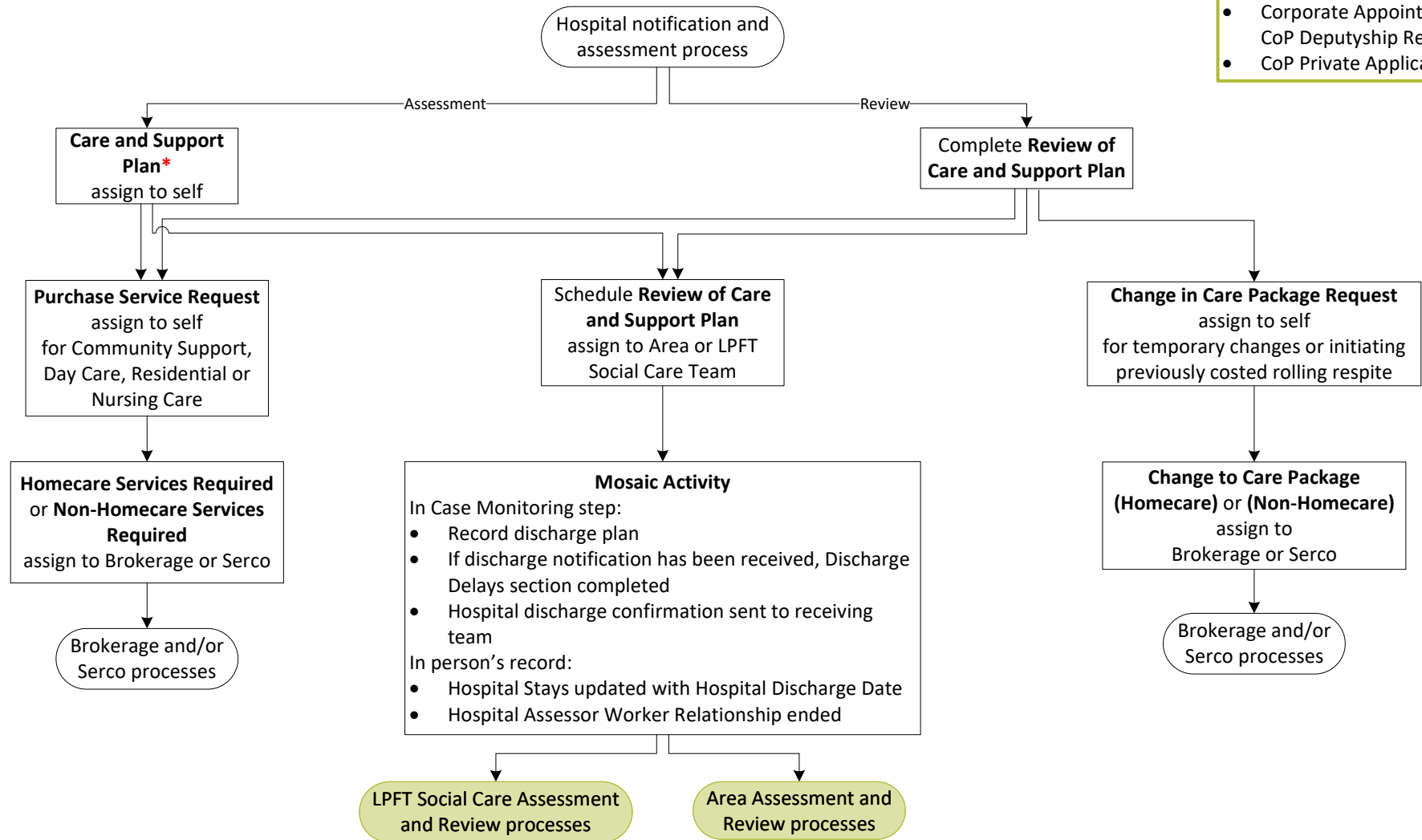
Originals of assessment, discharge and withdrawal notifications should be uploaded to the step in which you are working

## Hospital Notifications and Assessment

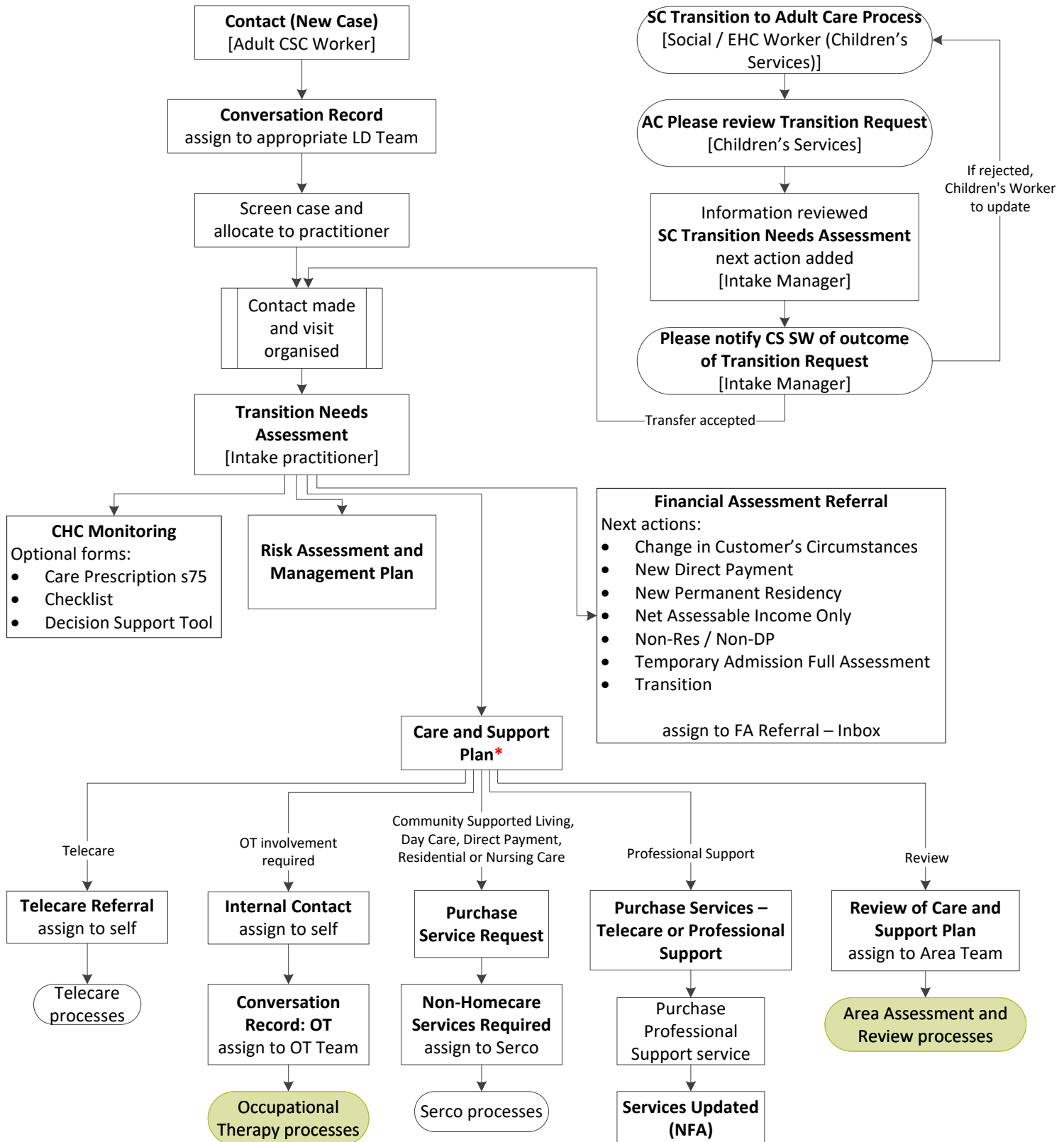


# Hospital Plan and Services

- Available from Start menu:
- Contact (Family Group Conference)
  - Corporate Appointeeship/ CoP Deputyship Referral
  - CoP Private Applicant



# Intake Team

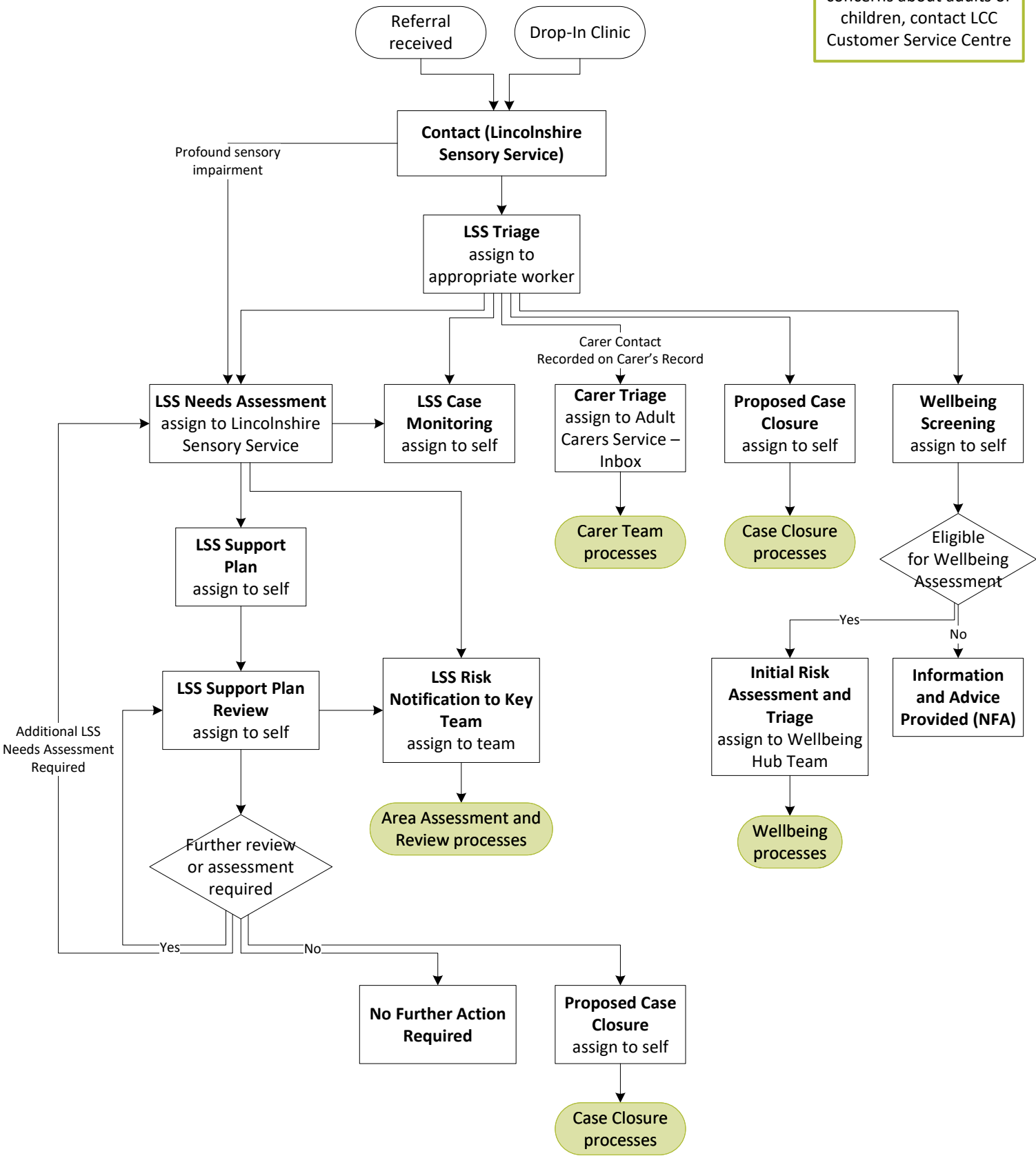


## Available from Start menu:

- Contact (Carer)
- Contact (Family Group Conference)
- Corporate Appointeeship/CoP Deputyship Referral
- CoP Private Applicant
- CSL Referral
- Referral to Maximising Independence
- Safeguarding Concern

# Lincolnshire Sensory Service (LSS)

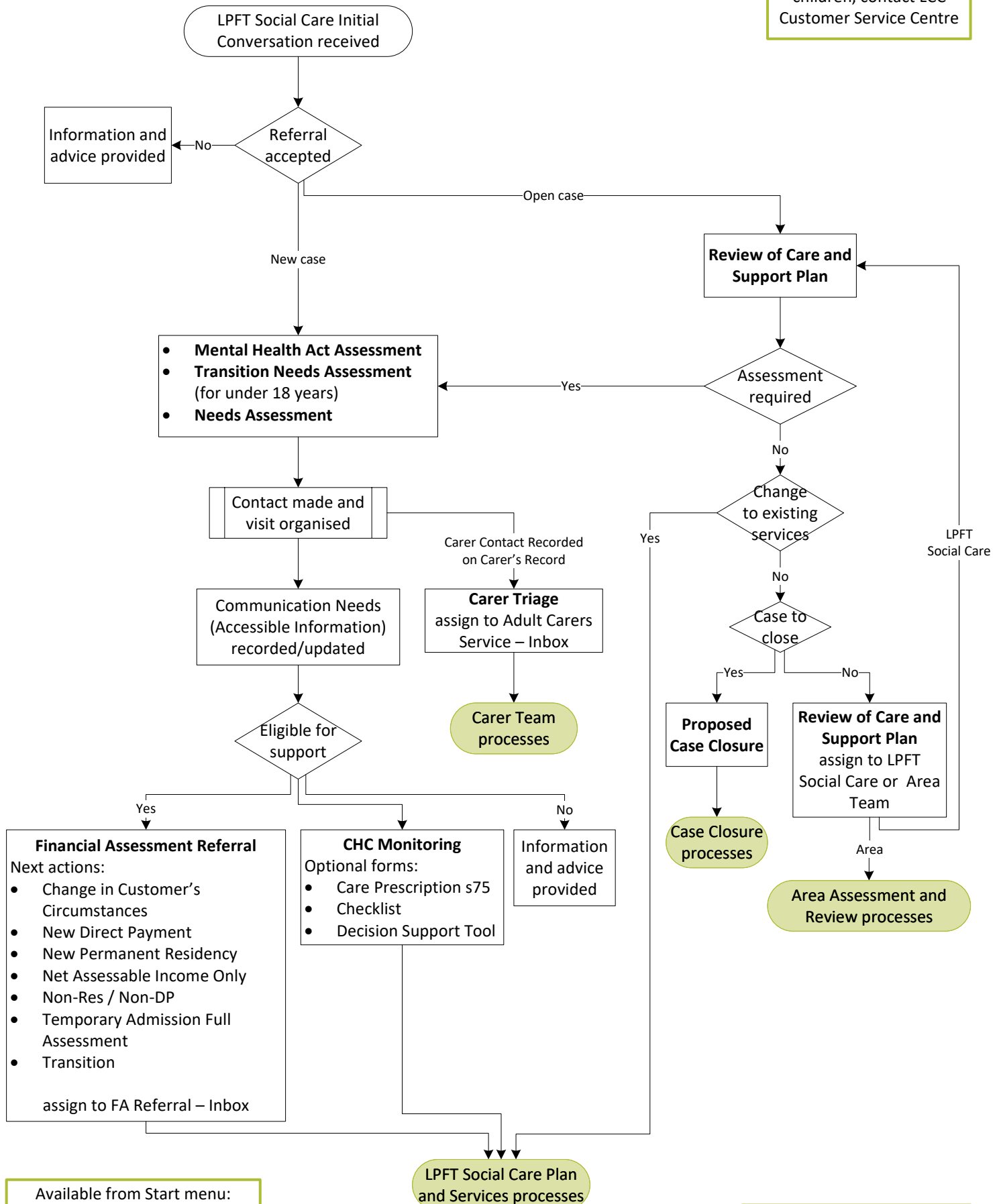
**Safeguarding Concerns**  
If you have Safeguarding concerns about adults or children, contact LCC Customer Service Centre





# LPFT Mental Health Social Care Assessment and Review

**Safeguarding Concerns**  
If you have Safeguarding concerns about adults or children, contact LCC Customer Service Centre



Available from Start menu:

- Contact (Family Group Conference)
- Corporate Appointeeship/ CoP Deputyship Referral
- CSL Referral

## Joint Working

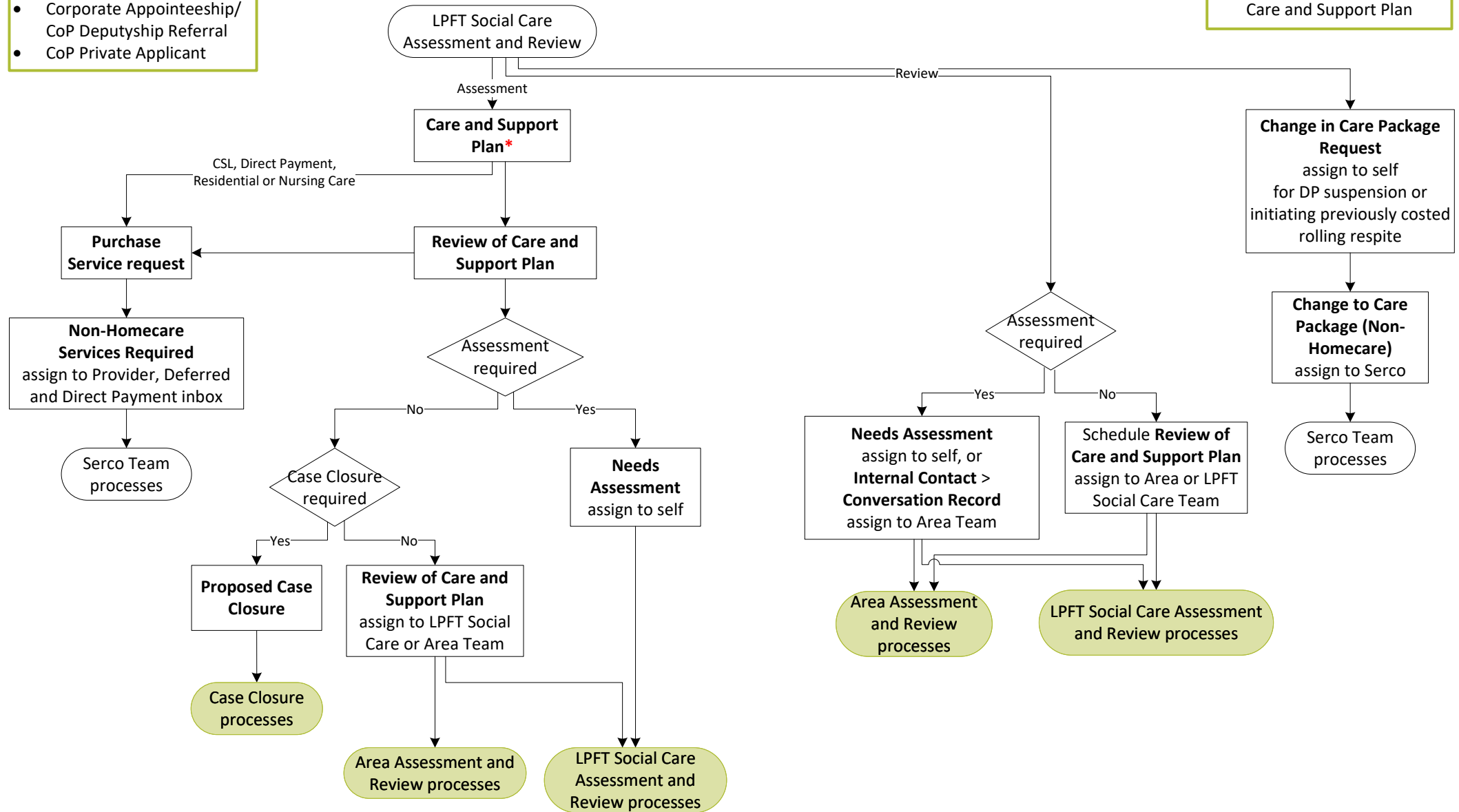
Send 'Additional assessor input required' request to other worker

Available from Start menu:

- Contact (Family Group Conference)
- Corporate Appointeeship/CoP Deputyship Referral
- CoP Private Applicant

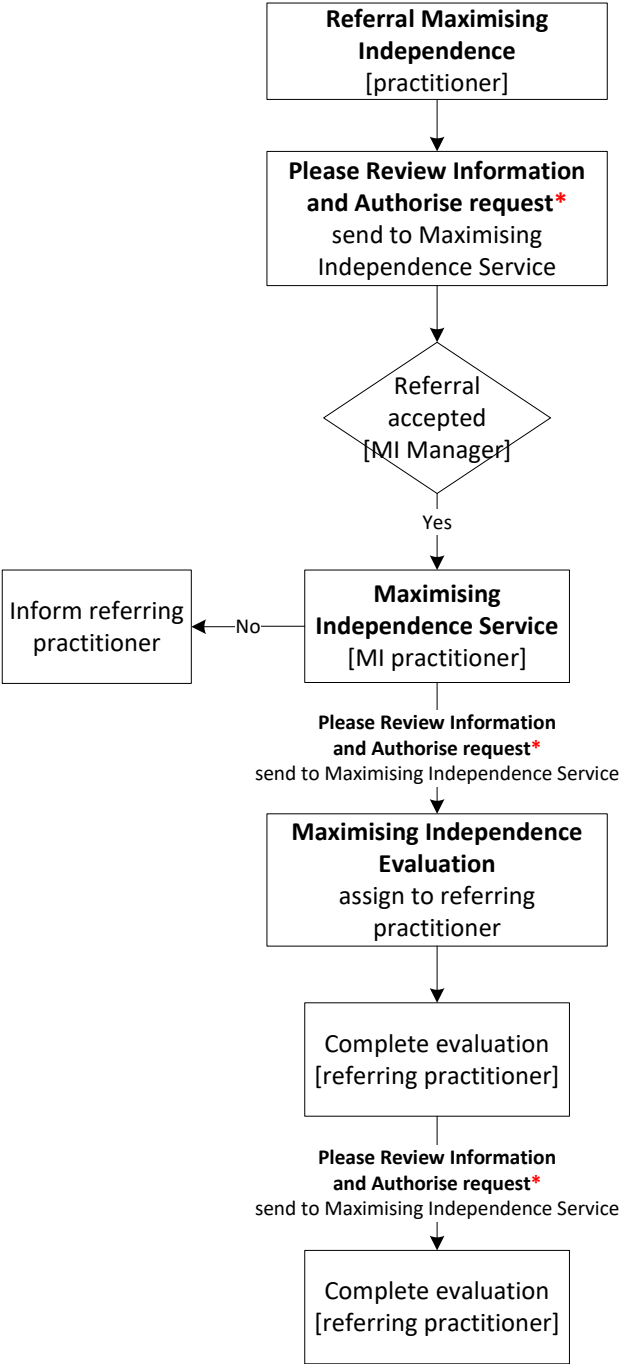
## LPFT Mental Health Social Care Plan and Services

**Quality Assurance Tracker**  
Is available in the Care and Support Plan and the Review of Care and Support Plan

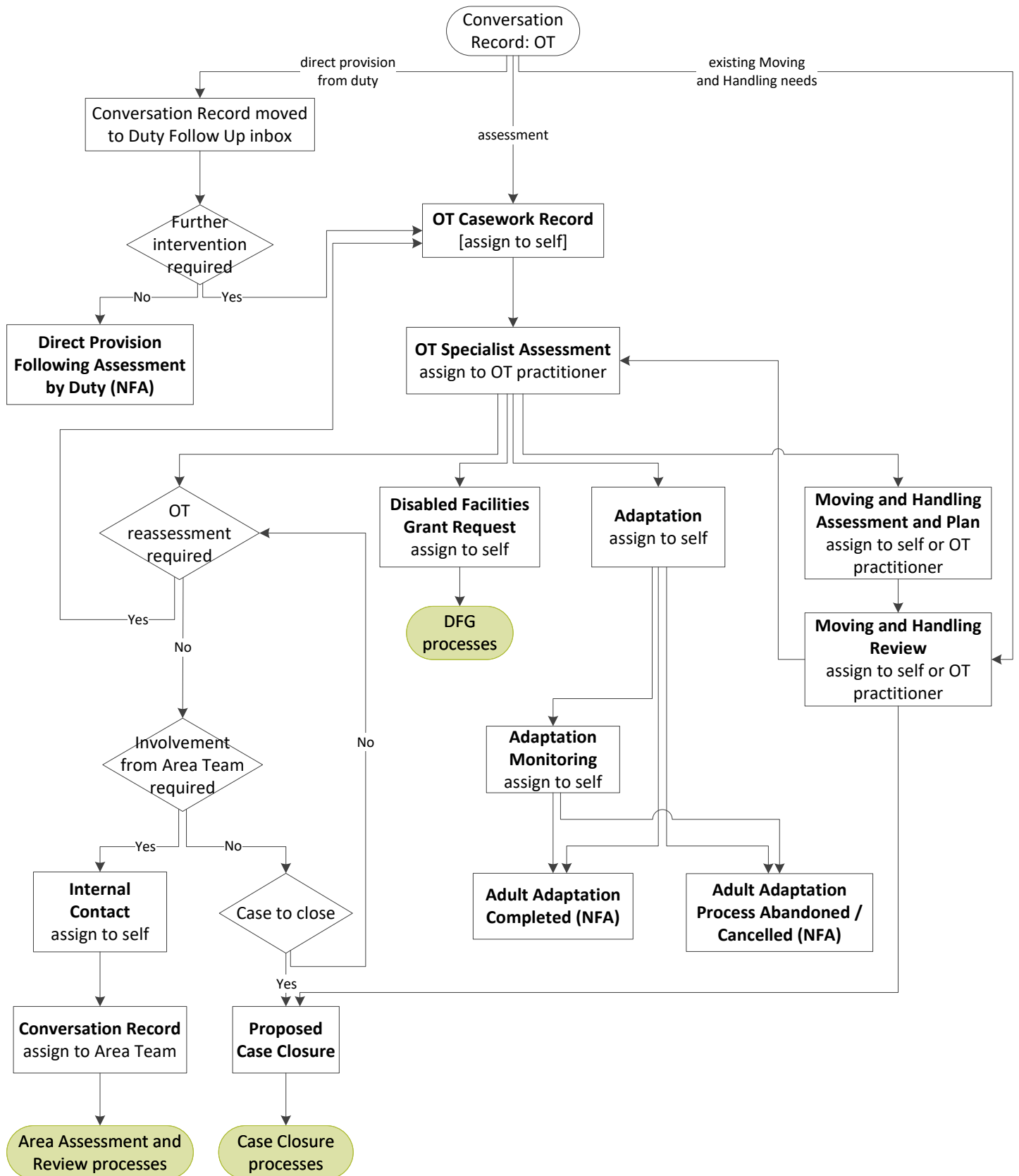


# Maximising Independence

Contact (Family Group Conference) is available from the Start menu



# Occupational Therapy



Available from Start menu:

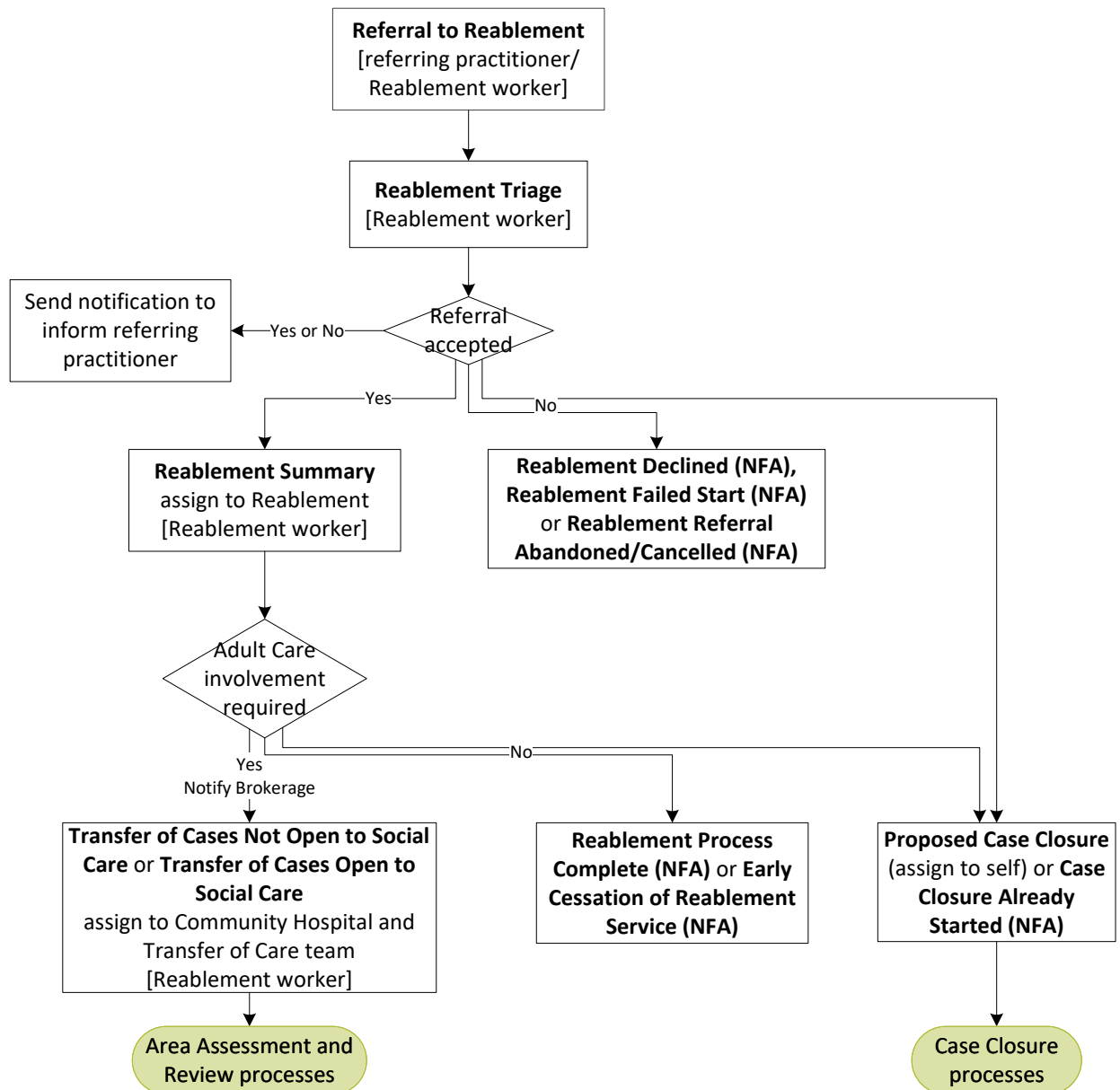
- Contact (Family Group Conference)
- Corporate Appointeeship/CoP Deputyship Referral
- CoP Private Applicant

**OT Goals and Action Plan** is available as an optional form within the OT Casework Record

**OT Casework Record** is available from:

- Adaptation
- Disabled Facilities Grant Request
- Moving and Handling Review
- OT Conversation Record

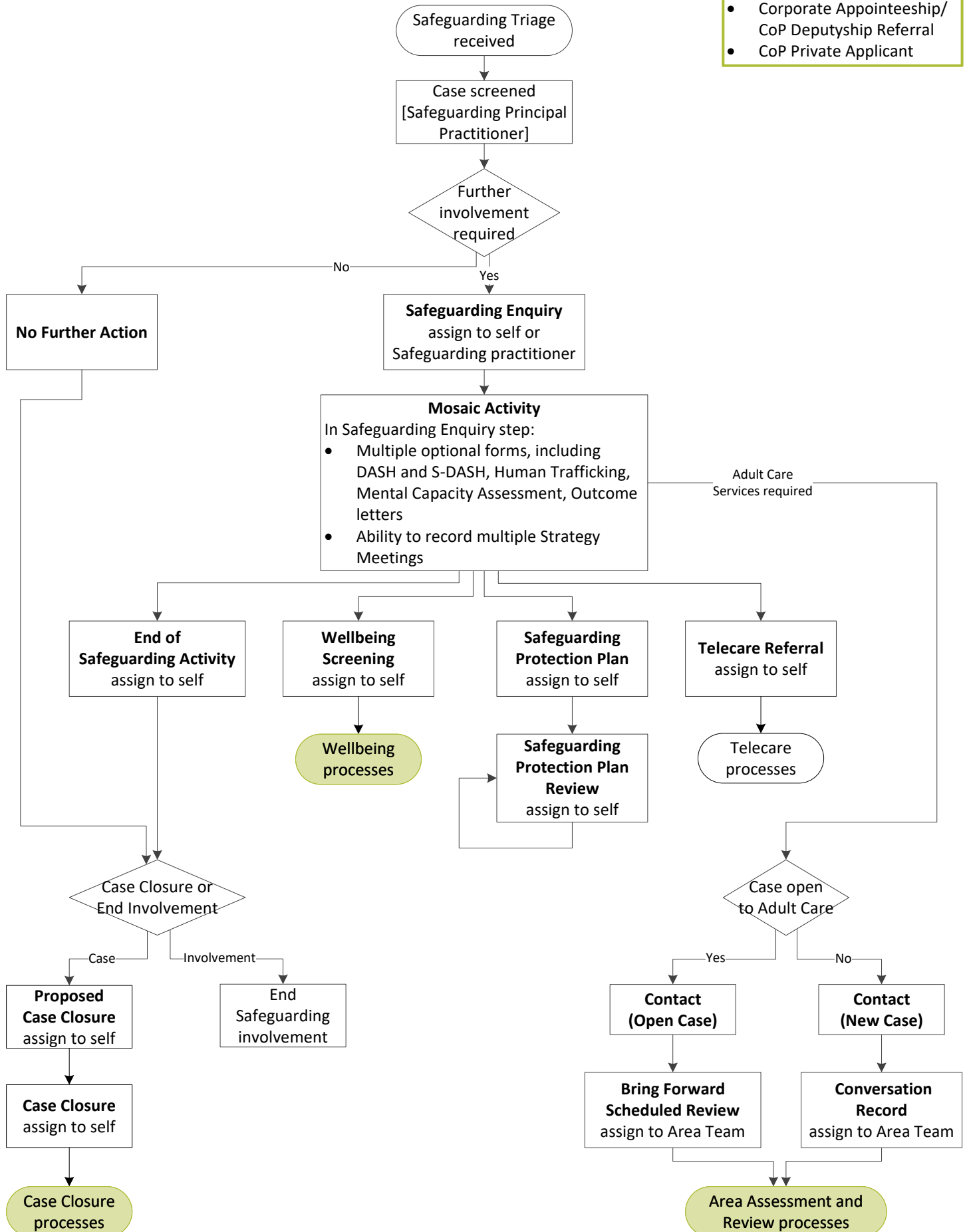
# Reablement



# Safeguarding

Available from Start menu:

- Contact (Family Group Conference)
- Corporate Appointeeship/ CoP Deputyship Referral
- CoP Private Applicant



# Wellbeing Service

