Case Notes Template

Basic Information			
Client Name Becky Baker	Client DoB 07.14.2012	Social Worker Emma Sample	Date 07.01.2022
Venue Alice's home, 123 Greengrove Avenue, Eastpoint, MI			Case ID (Optional) 123456
Others Present at Visit Alice Stone (caregiver), Duncan Stone (caregiver)			

Purpose of Visit

Check on Becky ’ s care placement and home life with Alice and Duncan and ensure all wellbeing needs are met

Case Notes

Becky took me to her bedroom to show me her new school hat and tie. We then played with her dollhouse. She was a little shy but quickly began speaking freely as we played. She spoke about her new friends next door who had lent her several books she was enjoying. She states she is looking forward to telling her mom about her new friends next week. She did not elaborate further on this topic.

Alice
Had a sit-down with Alice after talking with Becky. She reports Alice has been settling in well and started playing with the neighbor's children after school. She states she “ has no concerns ” to raise.

Education
Becky is doing well at school. Alice showed me Becky's latest art project and a special note from her teacher commenting on how well Becky focuses during art and enjoys painting. Becky's home teacher has suggested she join additional painting classes for gifted students, and I discussed the required equipment list with Alice.

Family
Becky sees Jane (mom) every Thursday afternoon between 3.30 and 4.30pm at our office. Tom (Jane's partner) sometimes comes along to the visits with Jane. No issues were raised by Alice.

Next Steps

Apply for funds for Becky's art club equipment, obtained estimate from Alice today.
Phone Alice with date of my next visit by 07.20.2022

Designation	Signature
Child social worker	