

Scenario:

SOR Initiator prompted by SOR-RL to enter a parent / guardian notification for a client that does not require it (e.g. Legally independent adult, Interim society care).

1. On the **Notifications** page, click

1 Context	Occurrence	3 Description	4 Further Details	5 Submit to ministr
Go to: Site, date, and time	information Go to: Individuals involved Categories Notifications	Go to: Description and next steps	Go to: Individual's views Supporting documents	Go to: Sign-off Serious Occurrence report summary
Notificatio	ons			O Help
Who has been notifie	d by service provider			^
Parent(s) / Legal gua	rdian(s) notification requi	red for Jonathan Doe.		
No notifications list fo	und.			
				Add
			Exit	Save Save & next

- 2. On the Add Service Provider notification page:
 - a. select the client from **Related client** drop down.
 - b. select Parent(s)/Legal guardian(s) from Select the type of notification drop down.
 - c. Click the box:

Notification was not made due to no applicable parent or guardian

- d. A text box appears. Describe reason for notification not necessary.
- e. Click Save & return

Add Se	rvice Provide	r notification		🕑 Help
Notification de	tails			~
Related client: *				
Jonathan Doe	~			
Parent(s) / Leg	al guardian(s) notification rec	quired.		
Туре	First name	Last name	Date	
Select the type o	f notification: *	,		
Parendoj7 Lega	r Soar Glari(3)	-		
First name:				
Date of notificat	ion:	Time of notification:		
Notification wa	s attempted but unable to read	ch parent/guardian		
Notification wa	s not made due to contraindic	ation		
Notification wa	s not made due to no applicab	le parent or guardian		
Please explain: *				
Legally indepen	dent adult			
				25 / 1222
				2374000
		Cancel	Save Save	& return

Parent/Guardian Notification Not Applicable to Client

3. The Parent(s)/Legal guardian(s) for the client is addressed.

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SOR-RL → Serious Occu	rrence Notifications			
Context Go to: Site, date, and time	Occurrence information Go to: Individuals involved Categories Notifications	 Bescription Go to: Description and next steps 	 Further Details Go to: Individual's views Supporting documents 	 Submit to ministry Go to: Sign-off Serious Occurrence report summary
• Hide steps				
Notificatio	ons			O Help
Who has been notifie	d by service provider			*
				Add
Individual name	Туре	Contact name	Date	Action
Jonathan Doe	Parent(s) / Legal guardian(s)			â /
			Exit	Save Save & next

Number of clicks: 8

Time to complete: less than 1 minute