

# CONTACTS

## Summary and Action

Date, Type, Name of  
Contact and Reason  
for Contact

Clients Name: Tommy Tarbett

|                                  |                                                                                                                                                                                                      |
|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 16.4.90<br>T.C. from<br>Caroline | To say Tommy had a good weekend. Is visiting Graham on 19.4.90 at Shotts<br><br>P Devlin                                                                                                             |
| 17.4.90                          | A011 for golf clubs submitted (see documents)<br><br>P Devlin                                                                                                                                        |
| 20.4.90                          | Received A011 approval by Gordon McIntosh. Note attached from Allan Dallas recommending golf professional in Monifieth<br><br>P Devlin                                                               |
| 20.4.90                          | Passed this info to Caroline. Tommy to try and arrange to go to Monifieth. Visit arranged for 25 April<br><br>P devlin                                                                               |
| 25.4.90                          | Visit to Carolina. Tommy studying for exams. Thinking of moving into supported Carolina flat during summer. To discuss further. Hasn't been to Monifieth yet but will look at clubs.<br><br>P Devlin |
| 3.5.90                           | Phone call to Carolina. Arranged to see Tommy 8.5.90. Trying to arrange football match with Carolina. They've to arrange pitch<br><br>P Devlin                                                       |
| 10.5.90                          | Match cancelled as S.W. on sick leave<br><br>P Devlin                                                                                                                                                |

Date, Type, Name of  
Contact and Reason  
for Contact

Client Name: .....

|          |                                                                                                                                                                                                                                                                                                          |
|----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 11.5.90  | T.C. to Carolina. Arranged to meet Tommy on 14.5.90<br><br>P Devlin                                                                                                                                                                                                                                      |
| 14.5.90  | Met Tommy in town. Has just finished exams and goes to France tomorrow. No problems<br><br>P devlin                                                                                                                                                                                                      |
| 6.6.90   | T.C. to Carolina House to arrange visit. Tommy to phone back.<br><br>P Devlin                                                                                                                                                                                                                            |
| 6.6.90   | Tommy phoned. Arranged visit for 12.6. Spoke to Derry. A supported flat through Carolina is being rented for Tommy and he is enthusiastic about this. Going to stay overnight on 9.6.90. Will discuss this on 12.6.90<br>P Devlin                                                                        |
| 12.6.90  | Visit to Carolina to see Tommy and Derry. Derry has drawn up a plan of visits to the flat for Tommy with a view to moving in on 6.8.90. Tommy looking forward to this. Details of budget etc. to be worked out as we go along. Tommy generally doing well. Going youth hostelling in August<br>P. Devlin |
| 25.6.90  | Tommy at flat again at weekend. A bit lonely and had phoned Lisa. Doing well. Tommy to phone and arrange time to see him.<br><br>P Devlin                                                                                                                                                                |
| 02.07.90 | Phone call from Brenda. Tommy at flat at weekend and got on fine. Still in bed. To phone and arrange to see me and let me see flat. Pass arrived to visit Graham in Polmont today but Brenda has rearranged this for 10.07.90.                                                                           |
| 02.07.90 | Phone call from Tommy. Arranged to see him 21.07.90.<br><br>Peter Devlin                                                                                                                                                                                                                                 |

# CONTACTS

## Summary and Action

Date, Type, Name of  
Contact and Reason  
for Contact

Clients Name: Tommy Tarbett

|                        |                                                                                                                                                                                                                              |
|------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 03.07.90               | Arranged to meet Tommy and Derry on Friday 06.07.90.                                                                                                                                                                         |
| 04.07.90               | Visit to 10 Fintryside to see Tommy's flat. Looking good but needs some pictures etc. Looking forward to moving in. Went for lunch. Tommy in good humour. Going to be school prefect. Confirmed I would see him on 06.07.90. |
| 05.07.90               | To Derry at Carolina re visit tomorrow. Derry to phone back.                                                                                                                                                                 |
| 06.07.90               | Outing with Tommy. Went well.                                                                                                                                                                                                |
| 06.07.90 -<br>31.07.90 | Social Worker on annual leave.                                                                                                                                                                                               |
| 13.08.90               | Phoned Tommy to arrange visit. Said he was busy with football this week. He will phone back with a time. Has moved into his flat.                                                                                            |
| 17.08.90               | T/C to Carolina House to arrange to see Tommy and Derry Derry to phone me on 21.08.90. Derry late phoned arranged visit for 21.08.90.                                                                                        |

**Date, Type, Name of  
Contact and Reason  
for Contact**

**Client Name:** .....

|                        |                                                                                                                                                                                                                                                                                                                                                        |
|------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 21.08.90               | Had to collect child in Inverness. Unable to see Derry.                                                                                                                                                                                                                                                                                                |
| 28.08.90               | T/C to Carolina. Derry not on till this afternoon. He'll call back.                                                                                                                                                                                                                                                                                    |
| 30.08.90               | T/C to Carolina. Derry on in afternoon. He'll call back.<br><br>P. Devlin                                                                                                                                                                                                                                                                              |
| 31.08.90               | TC from Derry. Arranged visit for 04.09.90.                                                                                                                                                                                                                                                                                                            |
| 04.09.90               | Visit to Carolina. Tommy doing well in flat but doesn't like being visited by staff every day. Budgetting well and coping with family contact. Asked Derry to get Tommy to contact me to arrange a visit. Derry said he has tried several times but Tommy says his is busy. Asked if review could be held at Tommy's flat. Said I would arranged this. |
| 05.09.90               | TC to Margaret Wastie re review. Not in. To phone back.                                                                                                                                                                                                                                                                                                |
| 06.09.90               | Review changed to 20.09.90.                                                                                                                                                                                                                                                                                                                            |
| 06.09.90 -<br>20.09.90 | Various TC to Carolina House to get Tommy to contact me to arrange visit. No contacts.<br><br>P Devlin                                                                                                                                                                                                                                                 |

# CONTACTS

## Summary and Action

Date, Type, Name of  
Contact and Reason  
for Contact

Clients Name: .....Tommy Tarbett.....

|                |                                                                                                                                                                                                                                                                                                         |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 20.09.90       | Tommy's review (see minutes). Tommy to contact me re appointment.                                                                                                                                                                                                                                       |
| 19.10.90       | Letter to Tommy asking him to contact me as he hasn't done so yet.                                                                                                                                                                                                                                      |
| 26.10.90       | TC from Carolina. Returned call but no answer.                                                                                                                                                                                                                                                          |
| 26.10.90       | TC to Carolina. No one available to speak to. Told them to leave a message if I am out when they phone.                                                                                                                                                                                                 |
| 27.10.90       | TC from Tommy. Arranged to see him at lunchtime on 31.10.90.<br>P Devlin                                                                                                                                                                                                                                |
| 31.10.90<br>TC | Self to Morgan Academy to leave message for Tommy that Peter Devling off sick today and unable to keep lunchtime appointment. Tommy on private study time so secretary did not think she would be able to find him but would try and would leave message with guidance teacher as well.<br>A Partington |
| 06.11.90       | In Carolina on RIC. Val told me Tommy doing fine. Has a girlfriend. Asked her to get him to contact me.                                                                                                                                                                                                 |

Date, Type, Name of  
Contact and Reason  
for Contact

Client Name: .....

|          |                                                                                                                                                     |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| 05.12.90 | TC from Tommy. Arranged to meet him in town tomorrow.                                                                                               |
| 06.12.90 | Held up at review. Tommy gone by time I arrived.                                                                                                    |
| 15.12.90 | Letter to Tommy asking him to contact me re visit.                                                                                                  |
| 08.01.91 | No reply from Tommy.<br>Letter sent.                                                                                                                |
| 11.01.91 | Letter from Carolina re holiday for Tommy.<br>Returned permission slip.                                                                             |
| 14.01.91 | TC from Angie at Carolina, who signs Tommy's passport form.<br>Gordon McIntosh to bring it to Kirkton for Alan Dallas or<br>Margaret Lough to sign. |
| 15.01.91 | TC from Tommy to arrange to see me. Can't manage tonight.<br>Phone got cut off. Letter to Tommy to see him 21.01.91.<br><br>P Devlin                |
|          |                                                                                                                                                     |

# CONTACTS

## Summary and Action

Page No: \_\_\_\_\_

Date, Type, Name of  
Contact and Reason  
for Contact

Clients Name: TOMMY TARBET

|                               |                                                                                                                                                                                                                                                                                                                                                     |
|-------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 21. 03. 91<br>Telephone call. | Contacted Carolina House to check if Review for Tommy anticipated today as Peter off sick. Angie said Tommy had football match so he wasn't anticipating review. Carolina staff had been awaiting confirmation. Told Angie review would have to be rescheduled. Angie asked if FJO through for Tommy. Said I would check.<br><br>A Partington SSWkr |
| 03. 04. 91                    | Letter asking Tommy to contact me.                                                                                                                                                                                                                                                                                                                  |
| 09. 04. 91                    | Spoke to Judy McKenzie from Carolina. Tommy in Spain on holiday. I will arrange to see him next week.                                                                                                                                                                                                                                               |
| 17. 04. 91                    | TC from Tommy. Arranged visit for 19. 4. 91.                                                                                                                                                                                                                                                                                                        |
| 19. 04. , 91                  | Went for lunch with Tommy. Enjoyed his holiday. Sits exams soon and has applied for sports management course at Kingsway Tech. Everything going well. Said I would contact Denny to arrange a discussion about housing etc.                                                                                                                         |
| 30. 04. 91                    | Letter to Tommy asking him to contact me.                                                                                                                                                                                                                                                                                                           |
| 10. 05. 91                    | Tommy into office with receipt. Arranged to see him 14. 5. 91 for lunch.                                                                                                                                                                                                                                                                            |
| 14. 05. 91                    | Met Tommy for lunch. No problems. Explained reviews not being done just now so we'll have to arrange a meeting.                                                                                                                                                                                                                                     |
| 28. 05. 91                    | TC from Angie at Carolina. Explained no reviews at present. Arranged meeting for 3. 6. 91.                                                                                                                                                                                                                                                          |
| 03. 06. 91                    | SW off sick.                                                                                                                                                                                                                                                                                                                                        |
| 04. 06. 91                    | TC to Carolina House.<br><br>Peter Devlin SWkr                                                                                                                                                                                                                                                                                                      |
|                               | <p>Noted at case transfer on 29.3.93<br/>that no case records available for<br/>period from 4.6.91 to 21.1.92.</p> <p>Report for committee done 20.9.91</p> <p>Next contact is Jan 92 see above.</p> <p>A. Partington S. S. Worker</p>                                                                                                              |

# CONTACTS

## Summary and Action

**Date, Type, Name of  
Contact and Reason  
for Contact**

**Clients Name:** Tommy Tarbett

|                |                                                                                                                                                                                                                                                                                                                      |
|----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 21.01.92       | Met Tommy for lunch. No real problems and just had a general chat.<br><br>Peter Devlin                                                                                                                                                                                                                               |
| 21.01.92       | Completed A011 for Tommy's ski trip after speaking to Ian Campbell at the college.                                                                                                                                                                                                                                   |
| 07.02.92       | Completed F9 for Tommy's money. Spoke to Ian Campbell at college. He was happy for money to be sent to Tommy <i>rather</i> than direct to college.<br><br>Peter Devlin                                                                                                                                               |
| JUNE 1992      | Peter Devlin, SW, moved to new post at Ninewells Hospital. Retained responsibility for Tommy Tarbet due to nature of case and length of time Peter had been Social Worker - felt inappropriate to transfer the case at this stage..<br><br>A Partington                                                              |
| DECEMBER 1992  | Carolina House contacted self as Peter Devlin off sick since October/November and alteration needed for Tommy's finance. Peter no longer in post at Ninewells so no-one there willing to deal with matters. Case file still held in my team room so I agreed to take necessary action meantime.<br><br>A Partington. |
| DECEMBER 1992  | Having dealt with immediate financial matters checked case file. Noted no contact recorded since 07.02.92. Checking with finance, financial matters have been attended to by Peter since that date.<br><br>A Partington                                                                                              |
| 03.12.92<br>TC | Angela McDonald from Carolina House re Tommy Tarbett. He requires some financial assistance with equipment for skiing in connection with his college course. Asked Angela to send written estimate to me and I will see what can be done.<br><br>A Partington                                                        |

Date, Type, Name of  
Contact and Reason  
for Contact

Client's Name .....

|                            |                                                                                                                                                                                                                  |
|----------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 07.12.92<br>Correspondence | Received letter from Angie re above. Discussed with Paul Fannon in supervision. Agreed I do A011 in Peter's absence on sick leave.<br><br>A Partington                                                           |
| 09.12.92                   | Completed A011 after checking with finance any previous payments. Only record apart from regular independent living allowance is for F9, 25.09.92 £40 deposit for skiing trip approved by Paul.<br>A Partington. |
| 20.01.93<br>TC             | From Carolina House re Tommy's independent living allowance needs adjustment. Asked them to send written information.                                                                                            |
| 25.01.93<br>Correspondence | Received letter re above see correspondence.                                                                                                                                                                     |
| 28.01.93<br>TC             | To Angela McDonald to clarify some points. Angie saying Tommy also needs passport and help with a trip to Edinburgh part of the course. Asked her to send written details.                                       |
| 28.01.93                   | Completed F24 re amendment to Independent Living Allowance passed to Paul Fannon for authorisation.                                                                                                              |
| 03.02.93<br>Correspondence | Letter from Hilda Thow, Carolina re Tommy's passport.                                                                                                                                                            |
| 04.02.93                   | A011 done for above.<br><br>A Partington                                                                                                                                                                         |
|                            |                                                                                                                                                                                                                  |

# CONTACTS

## Summary and Action

Date, Type, Name of  
Contact and Reason  
for Contact

Clients Name: Tommy Tarbet

|                          |                                                                                                                                                                                                                                                                                                                                                                                              |
|--------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 15.02.93                 | Supervision. Discussed Tommy's case in supervision with Paul Fannon. Case still in Peter's name. Peter still off sick, no immediate prospect of his return. Additionally Peter is to be redeployed in Dundee East on his return to work. Agreed in view of above circumstances that we need to refer Tommy's case to YP service for reallocation. I will put case forward at transfer forum. |
| 19.02.93                 | Transfer request completed and sent to Lynn Longride SSW YP Team 1 at Lochee for transfer forum on 18.03.93.                                                                                                                                                                                                                                                                                 |
| 01.03.93 Correspondence. | Received receipts from Carolina re Tommy's grant (1) for equipment A011 10.12.92; (2) for Badminton Course; (3) for final payment Bulgaria. Do not know date of A011's for (2) and (3) all passed to Finance section.                                                                                                                                                                        |
| 18.03.93                 | Transfer forum. Case accepted by Fred McBride SSW Young People Team 2 for allocation in his team.                                                                                                                                                                                                                                                                                            |
| 19.03.93 TC              | Jackie fostering payments ext 3770 Tayside House. Requesting formal notification that Tommy receives financial support under Section 24. Agreed to do memo.                                                                                                                                                                                                                                  |

Date, Type, Name of  
Contact and Reason  
for Contact

Clients Name: \_\_\_\_\_

|                             |                                                                                                                                                                                                                                                                                                                                                                 |
|-----------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 24.03.93 TC                 | Self to Carolina House. Spoke to Hilda Thow.<br>Confirmed details of Tommy's course ie PE and recreation<br>Studies for 2 years due to finish in July 1993. At<br>present Tommy does not know what he will do after this.<br>He is aware his financial support will cease and he will<br>be dependent on income support. I explained about<br>transfer of case. |
| 24.03.93<br>Correspondence. | Memo done to fostering payments as requested.<br><br>A Partington<br><br><i>Anne Parkigh</i>                                                                                                                                                                                                                                                                    |
|                             | <i>Case transferred to<br/>Pamela Ford Social Work Assist. Jr<br/>young people team 2.<br/>31-03-93.</i>                                                                                                                                                                                                                                                        |
|                             |                                                                                                                                                                                                                                                                                                                                                                 |
|                             |                                                                                                                                                                                                                                                                                                                                                                 |
|                             |                                                                                                                                                                                                                                                                                                                                                                 |

# CONTACTS

## Summary and Action

Date, Type, Name of  
Contact and Reason  
for Contact

Clients Name: Tommy Tarbett

|                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|--------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 07.04.93 TC to<br>Hilda Thow<br>Outreach worker<br>Carolina. | Hilda works with Tommy at present. She has arranged for me to meet Tommy on Tuesday 13 April at 5 pm at his house.                                                                                                                                                                                                                                                                                                                                                                           |
| 13.04.93 HV                                                  | Meeting went well. Tommy discussed what he would like to do after college - jobs etc. Hilda Thow present - request that letter detailing education fees be sent to Carolina trust. Notification of new bank account to be sent to fostering payment as follows - TSB Meadowside 84095060 sort code 87-68-01. To keep regular contact. Carolina workers to be main contact will get access to job club IL group if he wishes to prepare CV. Suggested address places to apply for jobs given. |
| 15.09.93 TC to<br>Fostering Payments.                        | Notified them of Tommy's new bank account etc as above.                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| 16.04.93 Letter to<br>Carolina Trust.                        | A photocopy of A011 of finances paid by dept for education course and tuition fees. Sent to Hilda Thow as requested. Copy in file for reference.                                                                                                                                                                                                                                                                                                                                             |
| 21.04.93 TC from<br>Hilda Thow.                              | Forms sent other day do not detail the exact amount paid for sport courses. Tommy will have to ask at college for breakdown of payments for Carolina Trust.<br><br>P Ford <i>P Ford</i>                                                                                                                                                                                                                                                                                                      |
| 04.05.93                                                     | Met Tommy while on TOIL - says he is going to Carolina's job club on a Friday. Everything fine worried about not getting a job at the end of his college course. To keep in touch. Undecided about putting in for a transfer of house.                                                                                                                                                                                                                                                       |
| 20.05.93 Information                                         | Noted that a more upto date A014A has been done - very basis due to the lack of info/contact sheets in file.<br><br>P Ford                                                                                                                                                                                                                                                                                                                                                                   |

Date, Type, Name of  
Contact and Reason  
for Contact

Client Name: .....

|                                                       |                                                                                                                                                                                                                                                                                                                                                                                |
|-------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 31.05.93 Letters to Tommy.                            | Shopping IL Allowance as he finished college on 22 June. F24 submitted. Supporting letter for DSS sent to Tommy and Carolina to notify them of when allowance to stop. Tommy 20 yrs old in July entitled to Income Support Council Tax and Housing Benefit rebates.                                                                                                            |
| 31.05.93 Pm TC from Carolina Ho Hilda Thow Keyworker. | Hilda Tommy's keyworker is meeting with Tommy tonight with Angie McDonald. To go over with Tommy that his IL allowance will be stopped from 22 June and that he <b>must</b> apply for DSS benefits etc. Is applying for jobs but must still apply for benefits. Worker has pointed out to Tommy on a number of occasions that Dept money allowance is going to stop very soon. |
| 31.05.93 Info from fostering payments                 | Tommy receives £45.96 per week IL allowance :?<br>£16.07 -Food; £7.00 Bus pass; £11.22 non work. allow;<br>£5.67 clothing; £6.00 electricity = Total £45.96.<br>If Tommy applies for Income Support he will receive £34.80 per week.                                                                                                                                           |
| 04.06.93 TC from Hilda Thow Carolina House.           | Tommy wishes to take over lease of present flat at Campbells Close. Will require some new furniture. To apply for Income Support then community care grant. Job applications sent for. Keyworker to keep in contact.                                                                                                                                                           |
| 14.06.93 TC to Carolina House.                        | Tommy taking over lease of flat at the end of June. Working part-time hopes to get coaching jobs over the summer. Will need some basic items for flat.                                                                                                                                                                                                                         |
| 22.06.93 Contact with Hilda Thow                      | Tommy asking her why his money has been stopped? Has been given plenty of warning about what he would have to do - applying for IS. He's working part-time at the moment To decide Friday about flat etc.                                                                                                                                                                      |
| 25.06.93 Meet in town.                                | Not happy about having to apply for I/S. Working Part-time 20 hours only. Could still get help with rent/council tax. Hilda Thow to give guidance still hoping to take tenancy over from Carolina House at Campbell's Close.<br><br>P Ford                                                |
|                                                       |                                                                                                                                                                                                                                                                                                                                                                                |

**CONTACTS**

## Summary and Action

**Date, Type, Name of  
Contact and Reason  
for Contact**

**Clients Name:** Tommy Tarbett

|                                           |                                                                                                                                                                                                                                                             |
|-------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 12.07.93 TC to Carolina House re Tommy.   | Tommy has decided to keep his part time work on at Debenhams sport shop. So he is not entitled to a community care grant - not receiving Income Support. A list of items Tommy is needing for his flat has been submitted. A011 to be submitted (12.07.93). |
| 21.07.93 TC to Carolina.                  | Confirmation that money for furnishing granted cheque to be sent out to return receipts to finance.                                                                                                                                                         |
| 09.08.93 TC to Carolina D Miller.         | Hilda Thow on A/L until 23.08.93. Tommy as yet has not managed to purchase furnishings for flat. Still working. Case to be closed after discussion with Tommy at future date.                                                                               |
| 01.09.93 TC from Carolina House Trust.    | Tommy going off on holiday Friday as yet not purchase any furniture. Letter to be sent out re situation regarding furniture spending/finances. Less sent 01.09.93 in file.                                                                                  |
| 23.09.93 TC to Hilda Thow Carolina House. | Tommy has been working a lot of extra hours. Angie and Hilda from Outreach Team spoke to Tommy last week about the case been closed and that he could still maintain contact with Carolina as needed. Receipts from shopping to be sent asap.               |

*Byrd*

**Date, Type, Name of  
Contact and Reason  
for Contact**

**Clients Name:** \_\_\_\_\_

|                            |                                                                                                                                                                                                                |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 23.8.93 Letter to Tommy.   | Re closure and for him to arrange a meeting about closing the case (A047 filed out).                                                                                                                           |
| 18.10.93 TC to Hilda Thow. | Aware that I wish to meet with Tommy to close case. To arrange meeting.                                                                                                                                        |
| 28.10.93                   | Carolina House trust. Informed that worker on annual leave from 29.10.93 to 09.11.93.                                                                                                                          |
| 11.11.93 Tc to Hilda Thow. | Has arranged time etc to meet with Tommy to buy goods never completes task. Will speak to him personally because if he is not requiring the furnishing money then it will be asked to be returned to the Dept. |
| 17.11.93                   | Met briefly with Tommy told him to get organised about spending of money if money not spent by end of November will have to look at returning it to dept. Said he has been busy.<br><br>P Ford                 |
|                            |                                                                                                                                                                                                                |

## CONTACTS

Summary and Action

Date, Type, Name of  
Contact and Reason  
for Contact

Clients Name: Tommy Tarsett

|                                                                |                                                                                                                                                                                                                                                                   |
|----------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>T/C to<br/>Cardina House<br/>re. Tommy<br/>12/7/93.</p>     | <p>Tommy has decided to keep his part-time work on at Debenhams. Sport Shop. He is not entitled to a Community Care Grant - not receiving Income Support. A list of items Tommy is needing for his flat has been submitted. A bill to be submitted (12/7/93).</p> |
| <p>21/7/93.<br/>T/C<br/>to Cardina</p>                         | <p>Confirmation that money for furnishings granted. Cheque to be sent out to return receipts to finance.</p>                                                                                                                                                      |
| <p>9/8/93<br/>T/C to<br/>Cardina<br/>D. Miller</p>             | <p>Hilda Thow on A/C until 23/8/93. Tommy as yet has not managed to purchase furnishings for flat. Still working. Case to be closed after discussion with Tommy at future date.</p>                                                                               |
| <p>1/9/93<br/>T/C from<br/>Cardina<br/>House Trust.</p>        | <p>Tommy going on holiday Friday as yet not purchased any furniture. Letter to be sent out re-situation regarding furniture spending/finances. Letter sent 1/9/93. in file. P. F. O. W.</p>                                                                       |
| <p>24/9/93<br/>T/C to<br/>Hilda Thow<br/>Cardina<br/>House</p> | <p>Tommy has been working alot of extra hours. Angelo and Hilda from Community Team spoke to Tommy last week about the case. Case been closed and that he could still maintain contact with Cardina as needed. Receipts from shopping to be sent. a.s.a.p.</p>    |

Date, Type, Name of  
Contact and Reason  
for Contact

Clients Name: \_\_\_\_\_

|                                    |                                                                                                                                                                                                                                |
|------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 27/9/93<br>Letter to<br>Tommy      | Re closure and for Puri to<br>arrange a meeting about closing<br>the case.<br>(Acct 7 filled out)                                                                                                                              |
| 18/10/93,<br>T/C to<br>Hilda Thaw  | Answer that I wish to meet with<br>Tommy to close case.<br>To arrange meeting.                                                                                                                                                 |
| 28/10/93                           | Caroline Horse Trust<br>informed that worker at Animal Home<br>from 29/10/93 to 9/11/93.                                                                                                                                       |
| 1/11/93<br>T/C to<br>Hilda<br>Thaw | Has arranged time etc to meet with<br>Tommy to buy goods - new complete<br>task. Will speak to him personally<br>because if he is not requiring the<br>something money then it will be<br>asked to be returned to the dept. of |
| 17/11/93                           | Met briefly with Tommy told him<br>to get organised about spending<br>of money if money not spent by<br>end of November will have to look<br>at returning it to dept. Said he has<br>been busy.                                |
|                                    |                                                                                                                                                                                                                                |

# CONTACTS

## Summary and Action

Date, Type, Name of  
Contact and Reason  
for Contact

Clients Name:

Tommy Tarbsett

|                                      |                                                                                                                                                                                                                                                                                                           |
|--------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 7/1/94.<br>TK<br>to Carolin<br>House | Tommy has bought a fridge freezer and<br>cooker but was unable to get them<br>delivered before Xmas. Hilda Thaw to<br>check up on situation re- reimbursement<br>of money. House case is to be closed<br>Has applied for a one bedroom house from<br>council may require help with moving and<br>carpets. |
| 18/1/94.                             | Letter sent informing Tommy of closure of<br>case.<br>in file.                                                                                                                                                                                                                                            |
| 25/1/94.                             | Closure Summary filled out.                                                                                                                                                                                                                                                                               |
|                                      |                                                                                                                                                                                                                                                                                                           |
|                                      |                                                                                                                                                                                                                                                                                                           |