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| **ADVICE SERVICE ALLIANCE** **Advice Quality Standard** **Casework Experience and Range** Form: Case 1 – Young People  | C:\Users\lmorris\AppData\Local\Microsoft\Windows\INetCache\Content.MSO\42761EB2.tmp  |

This form must be completed if applying for certification to Advice with Casework in the Young People category.

Cases listed to fulfil the criteria must be cases which were active within the last 12 months.  Please complete column 3 with either the case reference or file name.  Please also state the caseworker responsible for the case if applying through the 12-hour caseworker route (D5.1).

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| **Requirement** | **File Ref No / Filename**  | **Initials of Caseworker**  |
| Fulfil three out of five of sections A to E, at least two of which must be from A, B and C.  |
| 1. **Welfare Benefits**
 |
|   | Four out of seven of sections A1 to A7:  |
|   | A1  | Income Support for students in relevant education.  |   |   |
|   | A2  | Jobseeker’s Allowance.  |   |   |
|   | A3  | Jobseeker’s Allowance severe hardship payments for 16 / 17 year olds.  |   |   |
|   | A4  | Government Employment Schemes/Work Experience Programmes.  |   |   |
|   | A5  | Social Fund/Local Welfare Assistance Schemes/Discretionary Assistance Fund (Wales).  |   |   |
|   | A6  | Housing Benefit private sector rent restrictions.  |   |   |
|   | A7  | Benefits for young parents including Child Tax Credit, Child Benefit, Income Support, Universal Credit.  |   |   |

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| **B Housing**  |
|   | One of each of the following:  |
|   | B1  | Homelessness – Housing Act 1996.  |   |   |
|   | B2  | Homelessness – Children Act 1990.  |   |   |
|   | B3  | Security of Tenure, including illegal eviction.  |   |   |

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| **C Social and Health Care**  |
|   | Five out of eight of sections C1 to C8:  |
|   | C1  | Refusal of assistance under the Children Act 1989.  |   |   |
|   | C2  | Representation at or casework to prepare clients for assessments for assistance by social services.  |   |   |
|   | C3  | Financial assistance under the Children Act 1989.  |   |   |
|   | C4  | Assistance for young people leaving care.  |   |   |
|   | C5  | Assistance for young parents.  |   |   |
|   | C6  | Accessing health care where it has been refused.  |   |   |
|   | C7  | Accessing mental health services where they have been refused.  |   |   |
|   | C8  | Confidentiality and rights to treatment for under 16 year olds (where in the client group).  |   |   |

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| **D Education**  |
|   | Three out of four of sections D1 to D4:  |
|   | D1  | School exclusions.  |   |   |
|   | D2  | School applications.  |   |   |
|   | D3  | Special educational needs.  |   |   |
|   | D4  | Financial support for students (two from the following three):  |
|   |   | D4.1 - Bursaries, scholarships and awards  |   |   |
|   |   | D4.2 - University and college hardship funds  |   |   |
|   |   | D4.3 - Means-tested benefits /Tax Credits.  |   |   |

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| **E Employment**  |
|   | Two out of four of sections E1 to E4:  |
|   | E1  | Unfair dismissal.  |   |   |
|   | E2  | Problems with wages / rates of pay.  |   |   |
|   | E3  | Age discrimination at work.  |   |   |
|   | E4  | Access to training.  |   |   |

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| **I confirm the above information is accurate.**  |
| **Name (please print):**  |   |
| **Signature:**  |   |
| **Date:**  |   |