

A clear handoff between caregivers

Chapters 5 and 11

Adults exchange necessary care information directly where appropriate and safe. Keep adult disputes out of the child's role. Do not record sensitive information that the receiving person does not need.

1. Who is responsible, and during which times

2. Essential arrangements the receiving adult needs

3. What has already been promised to the child

4. Decisions the receiving adult can make

5. Changes that need direct adult communication

6. Available contact and backup for a practical problem

7. Next handoff or update; information still missing
