

# ALLWAYS NETWORKS ✓

## TECHNOLOGY WORKING FOR YOU...

### Social Work Information Management Drowning in paperwork? You can sink or SWIM

You didn't choose social work as a career because you loved paper.  
You chose it because you love people.

Minimise the time you take dealing with administration and simplify your systems by investing in **Social Work Information Management Software (SWIM)**.

Developed in conjunction with practicing social work departments as a cost effective solution for community organisations.

#### Total Client Information Management

- Appointments and To-do list available at a glance on the initial screen
- Biodata entered quickly in user friendly screens, on hand at a click of the mouse
- Navigate simply through referral, assessment, active case management, final assessment and closure processes
- Multi-tabbed single-click access to all aspects of client case file
- Case-notes automatically dated and stored chronologically
- Referral information and other electronic documentation (e-mail / word processing) easily inserted into case-notes

Department: Administration Complete Edit  
Client Reference: SW2100014 ACTIVE  
Client Info Assessment Self-assessment Plan Evaluation Case Notes Report Links  
Identity: Name: Rudyard Kipling Family Role: Caregiver  
Rel Stat: Single FamilyMembers: none  
Gender: Male  
Birthdate: 29/09/1856  
Language: Hindi  
Contact: Address: 13 Highbury Lane Auckland  
Postcode: 2543 City  
Telephone: 23423 23424  
Mobile: 021 12312 123  
Email: r.kipling@hotmail.com  
Referral: Name/Agency: Jean Paul de Molynauz, Sociale sans Pro  
Date Referred: 4/06/2009 Date Closed: 1/01/2000  
Pres. Issues: fixation with animals delusory  
Ethnicity:  Pakeha/NZ European  Maori  Samoan  Cook Island Maori  Tongan  Niuean  Chinese  Indian  
 Other: iwi/Hapu/Sub-group:

#### Features for Department Managers

- Tasks can be self-allocated or automatically forwarded to department managers for allocation to other staff
- Team managers can trace allocated tasks by staff member and check easily on overdue cases
- System generated reports from the database as well as individualized templates for reporting.
- Closed and cancelled cases accessible immediately from archives.
- All information immediately retrievable, securely stored and completely portable.

Department: Administration Complete Edit  
Client Reference: SW2100018 ACTIVE  
Client Info Assessment Self-assessment Plan Evaluation Case Notes Report Links  
Client Tasks: Administration  
refrain from coffe for 3 days drink tea instead  
Client tasks  
Staff Tasks: Administration  
Start of Plan: 5/06/2009  
Time Frame: 4  
Review Date: 3/07/2009  
On Hold Date: 1/01/2000  
Planned By: Daniel Foulkes  
Self-assign:  Auto Assign Tasks  
Intended Outcomes: Outcome category: Contract One, C1 Other Outcome Description: Another outcome Done: Date Completed:

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