

Aim of PIMS

The goal of PIMS is to assist Fostering Commissioners in identifying IFA placements within the North West region.

If your LA is on the fostering framework contract PIMS should be used in conjunction with the contract.

Things to use PIMS for;

- Search for suitable fostering provision
- Download the latest Ofsted report, Ofsted certificates, insurance details and financial details of the organisation.

Aim of this document

This document provides guidance to Fostering Commissioners when using PIMS and by the end of this guide you should be able to:

1. Search PIMS to find suitable Independent Fostering Agencies
2. Carry out performance searches based on the cost and quality of provision
3. Download important information about the provider

General hints

Don't use the back button on internet explorer. Use the internal menu at the top of the page.

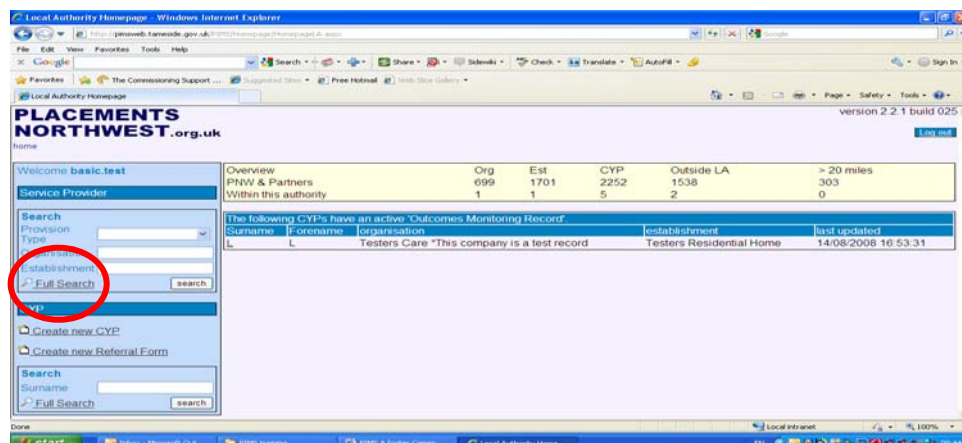
Once you have filled in the search criteria, there are two search buttons one at the top of the page and another at the bottom.

PIMS web address is: <https://pimsweb.tameside.gov.uk/PIMS/Welcome.aspx>

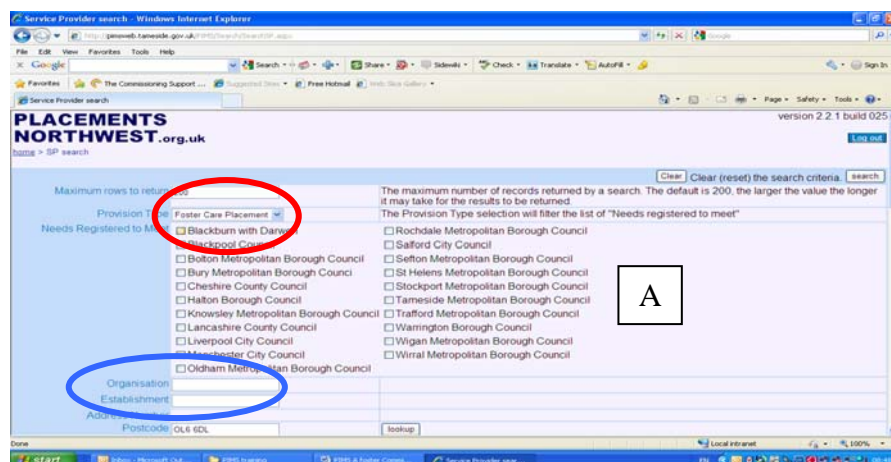
If you lose your password or need general support with PIMS please contact Placements North West on 0161 342 4253/4471

Section 1 Performing a Search

1. Log onto PIMS with your user name and password
2. The home page should appear
3. Click onto full search criteria



4. Go to the drop down menu under provision type and click onto foster care placement- Red circle (top left)



There are numerous things to search on within PIMS

Specific Searches (only use to get details on a provider) – blue circle (bottom left)

Organisation- The name of the company, i.e., foster agency

Establishment- ignore this as it is mainly used for searches on residential, education etc

General Searches (use to find placement)

There are five search criteria useful for Foster Commissioners

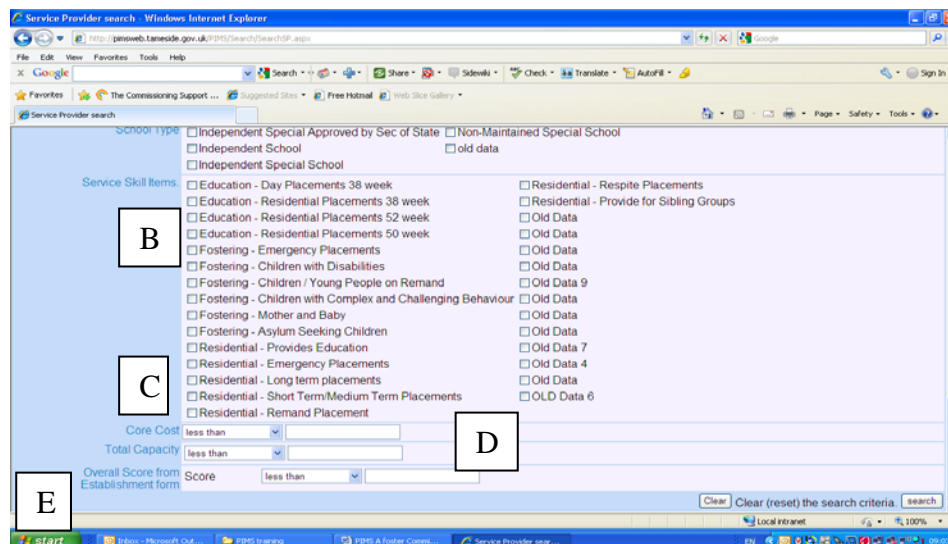
A. 'Needs registered to meet'. The location of the provider by local authority region. Please note: by selecting more than one LA you will be searching for providers in each location and not a provider in both LA.

B. Service Skill Items. There are 6 Fostering options. Please ensure no other boxes are ticked when you are searching for a fostering service, i.e., education provision etc

C. Core Cost

D. Total Capacity

E. Overall score from establishment form



Section 2 Ordering results

There are seven ways in how the results can be ordered.

Distance – Don't use based on foster care agency head office postcode

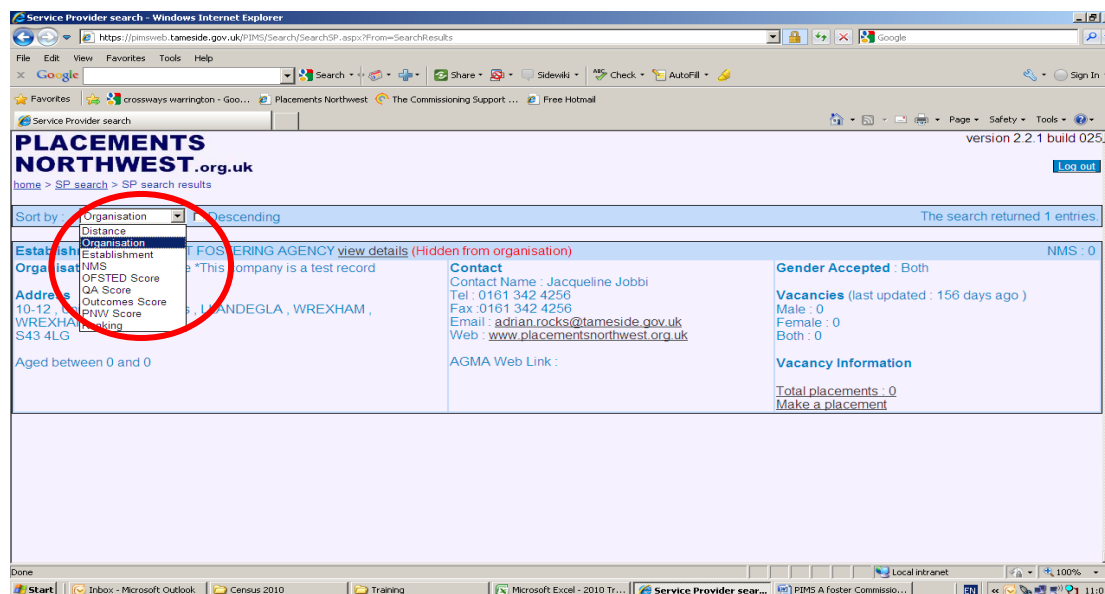
Organisation/Establishment- alphabetic order of fostering agency

Ofsted Score- The Ofsted score with the highest possible score of 50

QA score – North West panel score (out of 25)

PNW –Finance cost score (out of 25).

Ranking- based on the PNW performance criteria (1 best performance)



Section 3 Looking at the organisation

Click on the view details column to bring further details on the organisation

The screenshot shows a web browser window displaying the search results for 'Service Provider search' on the Placements Northwest website. The page is titled 'PLACEMENTS NORTHWEST.org.uk' and shows a search result for 'PIMS TEST FOSTERING AGENCY'. The 'view details' link is circled in red. The search result includes the following information:

Establishment : PIMS TEST FOSTERING AGENCY view details (hidden from organisation)	Contact Contact Name : Jacqueline Jobbi Tel : 0161 342 4256 Fax : 0161 342 4256 Email : adnan.rocks@tameside.gov.uk Web : www.placementsnorthwest.org.uk AGMA Web Link :	Gender Accepted : Both Vacancies (last updated : 156 days ago) Male : 0 Female : 0 Both : 0 Vacancy Information Total placements : 0 Make a placement
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Note that vacancy information is not updated and should be disregarded

When you select 'view details' the screen brings up further details on the organisation.

Contact details

Organisation details – Headquarters of the fostering agency (contract numbers etc)

Establishment details- Contact details and addresses (not normally used in fostering)

Additional Information

To open or save any additional information please click on the link with the left mouse.

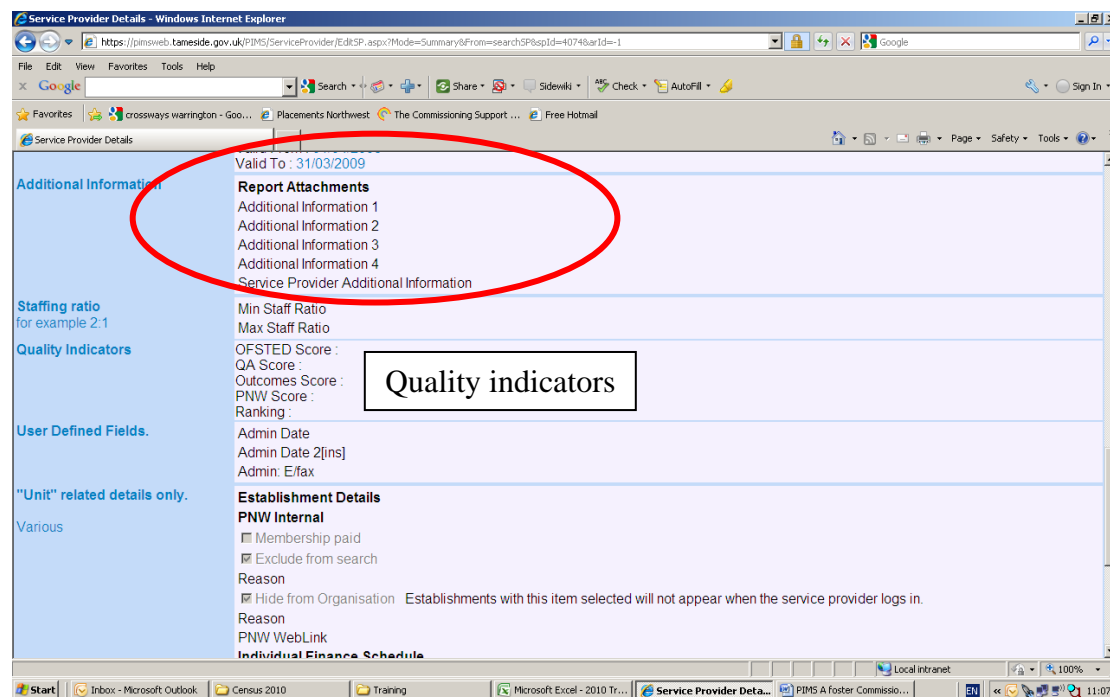
AI 1: **Insurance** – Up to date insurance certificate

AI 2: **Equifax Optima** – Financial statement of organisation

AI 3: **Pricing schedule** – Cost of placement for 'off contract LAs'

AI 4: **Other Ofsted reports** – Ofsted certificates of registration or latest report

AI 5: **Vacancy list within organisation**. Submitted by the LA. Note: May contain placement information outside LA search criteria.



The screenshot shows a web browser window titled 'Service Provider Details - Windows Internet Explorer'. The address bar shows the URL: <https://pimsweb.tameside.gov.uk/PIMS/ServiceProvider/EditSP.aspx?Mode=Summary&From=searchSP&spId=4074&arId=-1>. The page content is divided into several sections on the left and right. A red circle highlights the 'Report Attachments' section, which lists: 'Additional Information 1', 'Additional Information 2', 'Additional Information 3', 'Additional Information 4', and 'Service Provider Additional Information'. Other sections include 'Valid To : 31/03/2009', 'Staffing ratio for example 2:1', 'Quality Indicators' (with a box containing the text 'Quality indicators'), 'User Defined Fields', and 'Establishment Details' (including 'PNW Internal' with checkboxes for 'Membership paid', 'Exclude from search', and 'Hide from Organisation'). The taskbar at the bottom shows several open applications, including 'Inbox - Microsoft Outlook', 'Census 2010', 'Training', 'Microsoft Excel - 2010 Tr...', 'Service Provider Deta...', and 'PIMS A Foster Commissio...'. The system tray shows the time as 11:07.

Quality Indicators

Ofsted score: Out of 50

Outcomes score: North West panel score (out of 25)

PNW score: Finance scores of provider (out of 25)

Ranking: Overall ranking of performance (1 being best ranked).