

# Recording Outcome & Discharge

1

Search for your required case. For help on this see the 'Search for Case' quick guide.

Case Summary			
Status of case	Cost Limit	Certificate Type	Category of Law
Live	£2500.00	Substantive	Family

  

Current Live Certificate				
Proceeding	Matter Type	Level of Service	Client Involvement Type	Status
Residence Order - section 8	Section 8 orders	Family Help (Higher)	Applicant/Claimant/Petitioner	Live

  

Case Costs	
Case Costs	Granted Amount
Case Cost Limitation	£2500.00

  

Action	Description
Amend Case	Create an amendment for this application
Amend Client	View or update the client details
Billing	View financial details and Bills/POAs for this case
Record Outcome	Record an outcome for this case or for one of its proceedings
Submit Case Query	Create a service request related to this case
View Case or Application	Open a read-only version of this case or application
View Case Notifications	View all notifications belonging to this case
View Outcome	View the outcomes for this case

Scroll to the bottom of the case overview screen and click on 'Record Outcome' under the 'Actions' column.

2

In the 'Outcome and Awards' screen, click on the relevant proceeding displayed in the 'Proceeding Outcome Summary'.

Client Name: Joseph Simons	LSC Application / Case Reference: 300000006193	Provider Case Reference:
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Outcome and Awards

Please enter the Outcome and Awards details for this Case.

Proceeding Outcome Summary [Return to Case Overview](#)

Proceeding	Level of Service	Status	Outcome	Date Granted	Action
Residence Order - section 8	Family Help (Higher)	Live		24/07/2012	

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## Outcome and Awards

### Record Proceeding Outcome

Please enter the details below. In order to add the court to this proceeding outcome please click on the "Select Court" link.

\* indicates required field

Proceeding	Residence Order - section 8
Matter Type	Section 8 orders
Description	Residence Order - section 8
* Date of Final Work (excluding Bill Preparation) (DD/MM/YYYY)	01/08/2012
* Stage End	R: None of the above apply (i.e. concluded with no favourable order or settlement).
* Ending or Method of Resolution	Determined in Family Proceedings Court
* Result	C: Determined at final hearing.

Any other information about the Result. If no Judgement Order is available for court proceedings, please give the reason here. (Maximum 1000 characters allowed)

In the 'Record Proceeding Outcomes' section of the 'Outcome and Awards'. Complete the required fields using the dropdown list, and Type into the 'Any other information about the Result' box if necessary.

Click the 'Next' button at the bottom right hand corner of the page, to proceed.

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Proceeding Outcome Summary					
Proceeding	Level of Service	Status	Outcome	Date Granted	Action
Residence Order - section 8	Family Help (Higher)	Live	C: Determined at final hearing.	24/07/2012	Clear

  

Awards Summary				
Type	Date of Order / Agreement	Description	Value	Action
None				

  

Pre-Certificate and Legal Help Costs			
Type	Pre-Certificate Amount	Legal Help Amount	Action
Pre-Certificate and Legal Help Costs	£ 0.00	£ 0.00	

**Submit**

The system will return to the 'Proceeding Outcome Summary' Screen and the 'Outcome' and 'Action' Field will now be populated.

You can now click on 'Submit' at the bottom right hand corner

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**Outcome and Awards**

**Request Case Discharge** [Cancel and return to Outcome and Awards](#)

Please enter the details below.

\* indicates required field

\* Discharge Case

Discharge Reason

Client Continuing Privately

Any other Discharge Information (Maximum 1000 characters allowed)

Yes

All Work Completed

No

**Next**

On the displayed 'Request Case Discharge' screen, complete the drop down fields and enter any additional information.

Click on 'Next' at the bottom right hand corner of the screen.

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You will be directed to an 'Outcome Summary' screen with an overview of your proceeding. Scroll to the bottom of the page and click 'Next'. You will then be asked to tick a box agreeing to a declaration that the outcomes you have provided are accurate.

**Outcome Summary**

The information you have entered in your Outcome is listed below. In order to print the overview please click on the 'Print' button.

**Proceeding Outcome**

<b>Proceeding</b>	Residence Order - section 8
<b>Matter Type</b>	Section 8 orders

**Print**

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You will receive a 'Submission Confirmation' to confirm that your claim has been successfully processed.

Home | Your Cases and Applications | Your Actions and Notifications | Logout

Logged in as:

Client Name: Joseph Simons | LSC Application / Case Reference: 30000006193 | Provider Case Reference:

**Submit Case Outcome**

**Submission Confirmation** [View Case Notifications](#)

Your data has been successfully processed. Please click 'Next' to continue.

**Next**

Click 'Next' to continue using CCMS.