

# Promise Hub & Childlog

A Guide to Get You Started



Co-funded by the European Union

### Promise Hub & Childlog: A Guide to Get You Started

Publisher: Council of the Baltic Sea States
Author: BONIGI



This work is licensed by the Council of the Baltic Sea States under the Creative Commons Attribution-NonCommercial-NoDerivatives 4.0 International License.

Would you like to translate this document? Please contact the Council of the Baltic Sea States to find out more about format, accreditation and copyright.

Published 6 February 2025 in Stockholm.

## **Promise Hub & Childlog**

- A guide to get you started

Childlog	What you did in E	Barnahus	Crisis Support	Vedical
About Basic information about Barnahus and why children come to Barnahus Information about the Childleg – purpose, how to use, access Comfidentiality – a stock show lowing information of a nd nivite.	Saturday of	04 May, 2024		ntervention
Commentanty = a note about seeping miorination sate and private     The Barnahus solicitying     Barnahus solicitying     Storetantin, 15: 933-36-biologing	Crisis S Sunday og M	Support 5 May, 2024	ummary n 2024-05 you received crisis support, together with your parent. you met with social services. n interpreter was present.	ummary uu visitet a genecologist on 2024-05-04 to do a genecological examination. su were provided with an interpreter.
Contact: Phone: 036-123 123 Email: info@barnahusjkpg.se	Home v Sunday of M	<b>visit</b> 5 May, 2024	Vhere it happened (ree you can describe the room(s) that the child visited and add photos.	Vhere it happened (reyou can describe the room(s) that the child visited and add photos.
Your visit to Barnahus			Vho you met	Vho you met
You visited Barnahus because there was a report from adult with a suspicion that you had been exposed to online abuse, sexual violence and violation of integrity. There was a suspicion of online element.	Initial/E	Explorative interview	ere you can add more information about the professionals the child met, and add photos, ames etc. You can also add information about the persons who accompanied the child.	fere you can add more information about the professionals the child met, and add photos, ames etc. You can also add information about the persons who accompanied the child.
The report was received on 2024-05-05.	Sunday o5 N	5 May, 2024	Vhat happened	Vhat happened
When the report was received, a team of adults gathered to share information about you and the suspected crime. They planned for your visit to make sure you would be comfortable and able to take part.	Therape	neutic Intervention	(are you can describe what happened in the room, how the child was prepared, how the samination was adapted, something that stands out from the event, the reactions of the sild etc. What was found and what happened next Here you can describe the key findings ad decisions that were made as a result of the events.	fere you can describe what happened in the room, how the child was prepared, how the amination was adapted, something that stands out from the event, the reactions of the illd etc. What was found and what happened next Here you can describe the key findings ad decisions that were made as a result of the events.
A policereport was made and your case did lead to prosecution. After the visit to Barnahus your case was closed.	Monday of I	6 May, 2024	low to find out more information iere you can add information about where the child can find details about the results and	fow to find out more information ere you can add information about where the child can find details about the results and
On the next page, you can see a list of what you did in Barnahus.			reisions.	ecisions.
Who came to Barnahus with you? Here you can add who accompanied the child to the Barnahus. 'You came to Barnahus together with'.	Investig Tuesday or 1	<b>igative interview</b> 77 May, 2024	Ity experience his is a space for the child to document their experience of the visit in Barnahus, through at or drawings or other, and to provide information about their feelings.	Ay experience his is a space for the child to document their experience of the visit in Barnahus, through at or drawings or other, and to provide information about their feelings.

Sample pages from a printed Childlog.

#### **Description of the manual**

Childlog is created from within Promise Hub and this manual focuses on the two parts of Promise Hub that will be relevant for you to work with.

- 1. Childlog, which is a simplified print version of the child's journey through Barnahus, adapted in a way that the child can absorb.
- 2. Case, which is the foundation of Promise Hub. Here you enter all the important dates and events that took place during the child's journey through Barnahus. Each case will then be the source of information that is read into the Child Log.

Examples of cases will be set up to be able to get started and create your own Childlogs, but feel free to create your own cases to test the functionality.

HUB	🚱 Language 👻		Mikael Nordquist
Dashboard	🚱 Dashboard		
₽ Consultation			
🖹 Case	4	3	4
🗉 Log	Consultation	Case	Log
🖻 Document	Create consultation	Create case	Create log
Lill Analytics			
Childlog			

#### Childlog

A Childlog is a printed version that is given to the child and should be a simple description of the child's journey through Barnahus.

A Childlog can be created in three different ways.

- 1. Childlog without a template. Assumes that one wants to enter all information from a blank sheet.
- Childlog based on a template. Based on a standardized template where recurring information is already entered and events are already created.
- Childlog based on a template linked to Case.
   Based on a standardized template that retrieves information from the case in Promise Hub.

#### Open a Childlog and see the print version

- 1. Start by going to the page that lists all Childlogs.
- 2. Open an existing Childlog that does not have a check mark indicating that it is a template (2b).
- Information written in a tag, e.g. {{A policereport was made}} is information retrieved from a case. Text that is not inside {{ }} is text that is either written in the template or has been entered afterwards.
- The Childlog consists of a case header that summarizes what the child has experienced at Barnahus. That information will appear on the first page of the Childlog. Below the case heading are the events that the child was involved in during the time at Barnahus (4b).
- 5. Tap the printer in the top right to see what the print version of the Childlog will look like.







#### 1. Create a Childlog without template

Click on Create Childlog, select "Without template".

#### 2. Create a Childlog based on a template

Click on Create Childlog, select "Template". If you want to use a Swedish version, click on Template - SE.

HUS	❸ Language ▾	Mikael Nordquist
🙆 Dashboard	Childlog + CREATE TEMPLATE +	CREATE CHILDLOG -
Q Consultation		Without template
≞ Case	Childlog history	2 Template Template - SE
		Template Case
🖾 LOY	Created date Childlog name Template	Template Case - SE
🔁 Document	T T	

#### 3. Create a Childlog based on template linked to Case

Start by navigating (3a) to the case you want to make a Childlog of and open it (3b). Click Create Childlog and select Template Case. (Template Case - SE is a version in Swedish, but requires that you have Swedish set as the language in Promise Hub (3d), otherwise the collected data from Case will be written in English)



#### **Edit a Childlog**

Once a Childlog has been created and opened, you have the option to click on Edit Childlog. In the edit mode of the case header, there are three fields that can be edited: (1) "Childlog name", "About" and "Visit".

These headers are not printed, but are only a guide to know which information belongs in each field.

Click save Childlog to save changes made (2).

#### Variable data

Information to be retrieved from the case in Promise Hub is in editing mode printed as e.g. {{initiated by}}. The name in the tag is the same as the field from which the information is to be retrieved from inside the case.

A click on e.g. {{initiated by}} (3) opens a pop-up box that explains what information should be loaded.

In the field "Choose values" (4) you choose the options you want to use if selected in the case. The options that are not choosed will not generate a text if they are included in the case.

"Replacement text" (5) is the text that will be printed if any of the ticked options are selected in the case. The tag [value] prints the value itself from the case. E.g. If the School option were included in the case, the text would print as follows:

"You visited Barnahus because there was a report from school."

To enter [value] you need to press the "Add value" button, it does not work to enter it by hand.

"Explanation" (6) shows what will be printed according to the choices made.

Confirm by pressing "Add".

#### Different texts from the same field?

There will be contexts when you want to print different texts depending on which options are selected in the field. An example:

The field "Has led to prosecution" contains the options: "No", "Not ready", "Not relevant" and "Yes".

- If "No" is ticked, you want to print: Your case did not lead to prosecution.

- If "Yes" is ticked, you want to print: Your case did lead to prosecution.

Other options are not relevant.

In these cases, you have to create two tags: {{has\_led\_to\_prosecution}} {{has\_led\_to\_prosecution}} (7) One of them with the option "No" ticked and one of them with the option "Yes".

Only the option selected in the case will be printed.



C Replace text	×
Add text for Initiated by. Show Info	
Choose values 4	
8 items checked	•
Replacement text 5 Add v	alue
You visited Barnahus because there was a report from [valu	ie]
Explanation 6	
If value is Adult), Child), Child and Adolescent Psychiatry/Psychology, Medical staff, Police, Preschool, School or Social services then pri You visited Barnahus because there was a report from VALU	int: 3
Cancel	Add

#### **Events**

Home visit

Summary On 2024-05-05 a Home visit was made. An interpreter was present.

(c) that the child visited

Here you can add more information about the professionals the child met etc. You can also add information about the persons who accompanied the child

What happened Here you can describe what happened in the room, how the child was prepared, how the examination was adapted, something that stands out from the event, the reactions of the child etc. What was found and what happened next. Here you can describe the key findu and decisions that were made as a result of the event.

How to find out more information Here you can add information about where the child can find details about the results and

This is a space for the child to document their experience of the visit in Barnahus, through text or drawings or other, and to provide information about their feelings.

1-FI

Where it happened

Who you met

What happened

Here you can add in decisions.

My experience

2

By clicking "edit" on an event it opens and gives you the oppurtunity to make changes. There you can either edit text or clickon {{tags}} tosee what information will be loaded.

When you create a Childlog from a case, the events in the template will only be imported if that event is included in the case.

1

HUB	⊕ Language ◄
🙆 Dashboard	Events
Q Consultation	
🗈 Case	Tuesday, May 7, 2024
🗏 Log	Summary
🖻 Document	{{On 2024-05-07 a forensic interview was made with you. }}{A parent came with you to the interview.}}

#### **Attach images**

There are two types of images to be imported to the Childlog.

1. Event image.

A theme image for an event. For example, a picture of the room the child visited. Can be put into a template if it is always the same room.

2. Child drawing.

A space for the child to document their experience and provide information about their feelings.

To attach image, open a Childlog, click "Edit" on an event and find the field "Attach images".

#### Customize your own template

17

As previously mentioned, there are two different types of templates.

Either with or without connection to a case.

Click the icon (3) to copy a template. A copy is opened and you get the opportunity to make the necessary adjustments in the case header. Press "Create template" to create the copy.

When that is done, you can click on the various events to make any changes there.

If you want to enter information to be retrieved from a case, click on "variable data".

There you can choose which field you want to retrieve information from, as well as which text is to be read in.

HUS	🕑 Language 🝷					Mikael Norc	lquist
Dashboard							
Q Consultation	Childlog his	tory			<b>Z</b>	Show only to	emplates
🖹 Case	Created date	Childlog name	Template				
	Ť	Ť		T			
🗉 Log	2024-09-10	Template Case - SE	~		ľ	D	⑪
🗁 Document	2024-09-10	Template - SE	~		Ċ	D	创
Lul Analytics	2024-09-06	Template	~		Ċ	þ	创
Childlog	2024-08-30	Template Case	~		Ċ	þ	创
Info	Export to Excel					3	

#### Case

Case is the very foundation of Promise Hub. Here you enter the events that took place during the child's journey through Barnahus.

In Case history you will find the cases that have been created in the hub. These are sorted according to the dates they were reported in.

Each case has a case number. These numbersare freely named and do not have automatic numbering. The case number then automatically becomes the name of the Childlog that will be taken out, but can be changed afterwards.

#### 1. Create a Case

By clicking on "Create case" a new case is created. Here you have the opportunity to fill in all the information that belongs to a case, as well as create the events related to the case.

#### 2. Open an existing Case

A click on the pen opens up an existing case and gives the opportunity to see what the created case looks like.

In this mode, you also have the option to make changes.

#### 3. Delete Case

A click on the trash can offers the option to delete a case.

HUB	❸ Language ◄					Mikael Nord	lquist
Dashboard	🖹 Case				1	+ CREATE	CASE
♀ Consultation							
🖹 Case	Case history						
III Log	Date received	Case number		Date of report to relevant at	uthority		
∋ Document	Т		Т		T		
Analytics	2024-06-03	Case 3				2 @	Î
	2024-05-20	Case 2		2024-05-23		Ľ	Û
E Childlog	2024-05-04	Case 1		2024-05-05		ľ	Û
😧 Info	Export to Excel						
	Export to Excer						



#### JOURNEYS: SAFE AND INFORMED JOURNEYS THROUGH BARNAHUS

Worldwide children are exposed to a number of crimes. As much as half of all children globally experience violence each year. The Barnahus model offers a multidisciplinary and integrated approach for authorities and services to respond to child victims. There is a need, however, to strengthen individual advocacy to ensure safeguarding of the child's rights and its' access to child-friendly information and participation in the process.

The overall objective of the JOURNEYS project is to contribute to improving access to child-friendly justice, protection and recovery for child victims and their families through the provision of a safe, informed and participatory pathway through Barnahus from initial report to long-term recovery, with a focus on advocacy for the individual child.





This publication has been produced with the financial support of the Citizens, Equality, Rights and Values Programme (CERV) of the European Union. The contents herin are the sole responsibility of project partnership and can in no way be taken to reflect the views of the European Commission.