

Viewing Alerts

- When accessing any record always open **ICS Person Details** first to check if an **Alert** has been recorded
- The only **Alerts** added to **ICS Person Details** are **Persons who pose a risk to children, Associated to a person who poses a risk to children and Other Local Authority Missing Person**
- Information is received by **Management Information Unit** from external agencies for **Persons Who Pose a Risk to Children**
- The **Alerts** and **Hazards** are added in **ICS Person Details**
- When text is added to **Panel 15** in **Person Details**, the 'H' flag will display in the search results screen and in the ICS Person Details header
- **Person Who Poses a Risk to Children** exemplar holds the confidential information on the **Person Who Poses a Risk** – this exemplar is locked and cannot be viewed
- To access the confidential information, contact the Management Information Unit
- Alerts, if added to an association, can be viewed from **Social Network** via **ICS Person Details**
- **Missing Person** information is recorded in **Panel 17 – ICS Person Details**

