

FILING INSTRUCTIONS

RELEASE 64

Below are the filing instructions for Release 64 of the *Encyclopedia of Social Services and Child Care Law*. Please remove and discard the specified old pages and insert the new ones as indicated below. However, before filing this release, please ensure that Release 63 has been filed. The filing record card indicates details of the most recently filed release.

Remember to look at the illustrated filing guide at the end of the Service Information section if you have any difficulty filing in the new pages.

The checklist (which you will find behind these filing instructions) contains a complete list of pages your looseleaf should contain after you have filed this release.

For the most up-to-date version of these filing instructions, please visit the subscriber information page at www.sweetandmaxwell.co.uk.

VOLUME 1		
	<i>Remove old pages</i>	<i>Insert new pages</i>
Preliminary pages		
	Filing Instructions 1–4	Filing Instructions 1–4
	Checklist 1–14	Checklist 1–14
	Title page	Title page
	iii to vi	iii to vi
A1 Service Information		
	Service Information 1-10	Service Information 1-10
	Missing Pages Request	Missing Pages Request
	ix to xii	[Main ToC]-1 to [Main ToC]-2
Tables		
	—	Supp Table of Cases 1 to Supp Table of Cases 4*
Supplementary Table of Statutes <i>*Place before Table of Statutes</i>	—	Supp Table of Statutes 1 to Supp Table of Statutes 2*
Supplementary Table of Statutory Instruments <i>*Place before Table of Statutory Instruments</i>	—	Supplementary Table of SIs 1 to Supplementary Table of SIs 2*

Supplementary Index <i>*Place before Index</i>	—	Supplementary Index 1 to Supplementary Index 2*
You have now finished filing Volume 1		
VOLUME 3		
Part D: Community Care		
	<i>Remove old pages</i>	<i>Insert new pages</i>
	[TOC D1]-1 to [TOC D1]-2	[TOC D1]-1 to [TOC D1]-2
	D1/5 to D1/6	D1/5 to D1/6
	D1/36/0/1 to D1/36/2	D1/36/1 to D1/36/2/2
	D1/36/9 to D1/36/10/2	D1/36/9 to D1/36/10/2
	D1/67 to D1/68	D1/67 to D1/68
	D1/120/0/1 to D1/120/0/2	D1/120/0/1 to D1/120/0/2
	D1/181 to D1/184	D1/181 to D1/184
	D1/387 to D1/388/2	D1/387 to D1/388/2
	D1/399 to D1/400	D1/399 to D1/400
	D1/773 to D1/774	D1/773 to D1/778
	Divider Card: Codes of Practice (Section D6)	Divider Card: Codes of Practice and Guidance
<i>*Place after Divider Card: Codes of Practice and Guidance</i>	—	[TOC D6]-1 to [TOC D6]-2*
	D6/1 to D6/2	D6/3 to D6/64
You have now finished filing Volume 3		
VOLUME 4		
Part E: Mental Health		
	<i>Remove old pages</i>	<i>Insert new pages</i>
	E1/45 to E1/46	E1/45 to E1/46
	E1/49 to E1/50	E1/49 to E1/50
	E1/63 to E1/66	E1/63 to E1/66
	E1/73 to E1/74	E1/73 to E1/74
	E1/81 to E1/90	E1/81 to E1/88
	E1/105 to E1/108	E1/105 to E1/108
	E1/117 to E1/118	E1/117 to E1/118
	E1/121 to E1/124	E1/121 to E1/124
	E1/127 to E1/134	E1/127 to E1/134
	E1/139 to E1/140	E1/139 to E1/140
	E1/145 to E1/146	E1/145 to E1/146/2
	E1/163 to E1/168	E1/163 to E1/166
	E1/179 to E1/180	E1/179 to E1/180
	E1/189 to E1/192	E1/189 to E1/192
	E1/221 to E1/222	E1/221 to E1/222
	E1/235 to E1/236	E1/235 to E1/236
	E1/249 to E1/262	E1/249 to E1/258
	E1/267 to E1/268	E1/267 to E1/268

	E1/277 to E1/278	E1/277 to E1/278
	E1/287 to E1/288/2	E1/287 to E1/288/2
	E1/305 to E1/306	E1/305 to E1/306
	E1/309 to E1/310	E1/307 to E1/308
	E1/317 to E1/318	E1/317 to E1/318
	E1/341 to E1/344	E1/341 to E1/344
	E1/349 to E1/350	E1/349 to E1/350
<i>*Do not remove E1/360/1 to E1/360/2</i>	E1/357 to E1/360*	E1/357 to E1/360
	E1/373 to E1/374	E1/373 to E1/374
	E1/389 to E1/390/2	E1/389 to E1/390
	E1/397 to E1/398	E1/397 to E1/398
	E1/411 to E1/414	E1/411 to E1/414
	E1/463 to E1/466	E1/463 to E1/466/2
	E1/507 to E1/512	E1/507 to E1/512
	E1/515 to E1/518	E1/515 to E1/518
	E1/545 to E1/546/2	E1/545 to E1/546/2
	E1/555 to E1/556	E1/555 to E1/556
	E1/609 to E1/610	E1/609 to E1/610
	E1/621 to E1/622	E1/621 to E1/622
	E1/635 to E1/636	E1/635 to E1/636
	E1/639 to E1/644	E1/639 to E1/644
	E1/647 to E1/648	E1/647 to E1/648/2
	E1/679 to E1/682	E1/679 to E1/682
	E1/705 to E1/706/2	E1/705 to E1/706/2
	E1/719 to E1/720	E1/719 to E1/720
	E1/745 to E1/748	E1/745 to E1/748
	E1/755 to E1/758	E1/755 to E1/758
	E1/761 to E1/762	E1/761 to E1/762
	E1/773 to E1/780	E1/773 to E1/778
	[TOC E2]-1 to [TOC E2]-2	[TOC E2]-1 to [TOC E2]-2
	E2/43 to E2/44	E2/43 to E2/44
	E2/57 to E2/58	E2/57 to E2/58
	E3/9 to E3/10	E3/9 to E3/10
	E3/12/1 to E3/12/2	E3/12/1 to E3/12/2
	E3/17 to E3/20	E3/17 to E3/20
	E3/43 to E3/44	E3/43 to E3/44/2
	E3/51 to E3/62	E3/51 to E3/62
	E3/67 to E3/68	E3/67 to E3/68/2
You have now finished filing Volume 4		

VOLUME 5		
Part EA: Mental Capacity		
	<i>Remove old pages</i>	<i>Insert new pages</i>
	EA2/3 to EA2/18	EA2/3 to EA2/18
<i>*Do not remove EA2/24/1 to</i>	EA2/23 to EA2/24*	EA2/23 to EA2/24

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<i>EA2/24/2</i>		
	EA2/27 to EA2/38	EA2/27 to EA2/38
	EA3/11 to EA3/12	EA3/11 to EA3/12
	EA3/67 to EA3/68	EA3/67 to EA3/68
	EA3/77 to EA3/80	EA3/77 to EA3/80
	EA4/3 to EA4/4	EA4/3 to EA4/4
	EA4/15 to EA4/18	EA4/15 to EA4/18
	EA4/25 to EA4/26	EA4/25 to EA4/26
<i>*Do not remove EA4/34/1 to EA4/34/2</i>	EA4/33 to EA4/34*	EA4/33 to EA4/34
	EA4/49 to EA4/50	EA4/49 to EA4/50
<i>*Do not remove EA4/74/1 to EA4/74/2</i>	EA4/73 to EA4/74*	EA4/73 to EA4/74
	EA4/95 to EA4/98	EA4/95 to EA4/98
	EA4/107 to EA4/108	EA4/107 to EA4/108/2
	EA4/117 to EA4/118	EA4/117 to EA4/118
You have now finished filing Release 64		