

Court of Protection Release Note – Apply for a Property and Affairs Deputyship Order digital form

Release Name: Save and Return function

Release Date: 12 July 2023

Release description

The ability for users of the Apply for a Property and Affairs Deputyship Order digital form, to save and return to their application.

When an application is being made by a user they now have the ability to save their application at any stage. This will send a onetime use link to the user's email address. Everytime the user accesses their application they will need to re save it.

The user can select the 'save for later' button which will display as below;



How this works

- When the user selects save for later this will display the following screen, they will be required to enter an email address and pick and answer a security question which will creates their password. The user has 3 attempts to answer the question correctly

Save for later

We will send you a one-off link that you can use to resume this form within 28 days.

Email address

We will only use this to send you a link to your form

Pick a security question

We will use this to verify your identity when you return

- What is your mother's maiden name?
- What is the last name of your favourite teacher?
- What is the name of the hospital where you were born?

The answer to your security question

Continue with saving Cancel saving and resume form

When the onetime link is used by clicking the link in their email, this will take users to their saved application.

To note

Should the user not complete and submit in any session, they will need to repeat the 'save for later' action each time. If they do not do this they will lose their draft and need to start the application again.

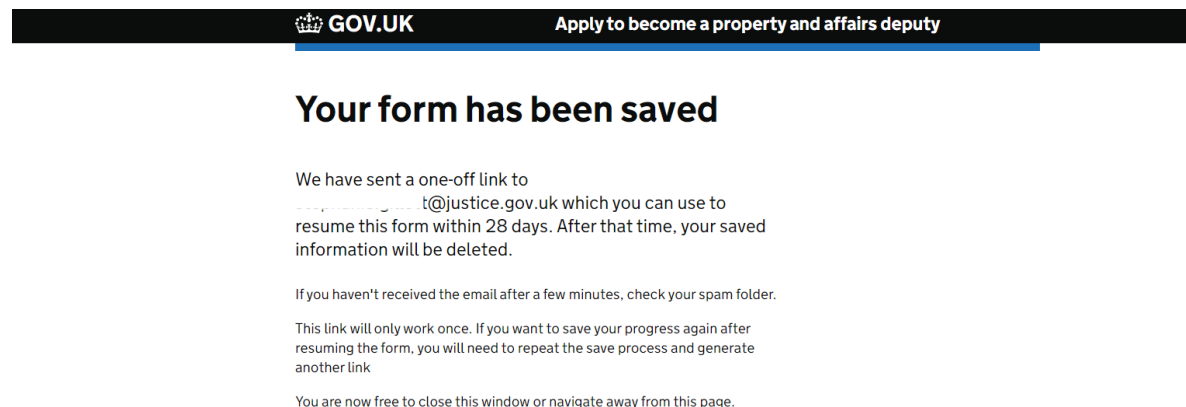
Once the save for later tool is used, the link that is emailed will be usable for 28 days before it expires. There is no recovery option if the user loses the link or forgets their security answer.

If changes to the form have been made between the user saving and returning to their draft application, they will be advised to and will be required to check all answers.

Users can save their progress on a form as many times as they like by generating a new link each time.

All user data is encrypted, stored securely and deleted after 28 days.

Once you have saved your application you will see the following screen



The screenshot shows a black header bar with the GOV.UK logo on the left and the text "Apply to become a property and affairs deputy" on the right. Below the header, the main heading reads "Your form has been saved". The body text states: "We have sent a one-off link to [redacted]@justice.gov.uk which you can use to resume this form within 28 days. After that time, your saved information will be deleted." It also includes instructions: "If you haven't received the email after a few minutes, check your spam folder." and "This link will only work once. If you want to save your progress again after resuming the form, you will need to repeat the save process and generate another link." Finally, it says "You are now free to close this window or navigate away from this page."

An example of the email the user will receive is detailed below.

Your saved form - 'Apply to become a property and affairs deputy' (b1e89e8a-b37b-49c4-9024-0c35ecea47b0) [1/1]

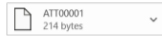


Apply to become a property and affairs deputy <no-reply-moj-forms@digital.justice.gov.uk>
To: Gillott, Stephanie

Reply Reply All Forward

Thu 15/06/2023 12:40

Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.



You have saved your progress with the form 'Apply to become a property and affairs deputy'.

Use this link to return to your form:

<https://apply-to-become-a-property-and-affairs-deputy.dev.form.service.justice.gov.uk/return/ff5b0d88-ee49-413b-8cd4-bb61ef29c0d8>

This link will only work once. If you want to save your progress again after resuming the form, you will need to repeat the save process and generate another link.

The link is valid for 28 days. After that time, your saved information will be deleted.