HUBBARD COMMUNICATIONS OFFICE Saint Hill Manor, East Grinstead, Sussex

HCO BULLETIN OF 27 DECEMBER 1967

Remimeo

LIST HANDLING

By using a list such as the Green Form Review of 13 October 1966 to handle a case, one handles each item that reads before going on with assessment.

There are two ways to use an assessment list.

- (a) Direct assessing of the whole list to obtain data and find what to do.
- (b) Assess down the list only until something reads, then handle that. Then when it's handled, continue on down from it to the next read, handle that, etc.

The pc's attention often hangs up when his trouble is by-passed by a full list assessment without handling.

If in handling an item you get an FN you don't then go on assessing the list.

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