

Appendix 2: Business Functions of Placement & Resource Panel (PRP)

1.

EMERGENCY PLACEMENTS

All Emergency Placement Requests (will not include Reg 24 requests) will be sent to Panel retrospectively to provide management oversight/scrutiny of emergency placements.

Documentation Required:

1. Fully completed PRF
2. Risk Assessment
3. Up to date Single Assessment/ Pre-birth /Parent Assessment

2.

PLANNED PLACEMENTS

All Planned Placement Requests to be sent to Panel to provide a decision on each request.

Documentation Required:

1. Fully completed PRF
2. Risk Assessment
3. Up to date Single Assessment/ Pre-birth / Parent Assessment

3.

IFA PLACEMENT BREAKDOWNS (Planned/Emergency)

SWs must immediately inform Placement Team (PAKT) and if a further IFA is required submit updated documentation below:

1. PRF
2. Risk Assessment

4.

INDEPENDENT FOSTERING AGENCY (IFA) REFERRALS

Review of all IFA provision and new requests including business cases to support permanence with an IFA. Following 28 days placement with IFA, SW to provide:

1. Externally Commissioned Request (short term funding) - Appendix 5a
2. Business Case (long term funding) – Appendix 5b

5.

RESIDENTIAL REFERRALS/ REVIEW & MONITORING

This will include in-house residential, any proposal to consider externally commissioned residential and residential schools (prior to being considered by the HCCP)

Requests for in-house residential will be submitted to Panel via

1. PRF
2. Risk Assessment

Requests for external provision will require a Business Case to Panel and approval from HOS.