

Appendix 8: Return Home Interview (RHI) Champions Terms of Reference

Return Home Interview Champions
Terms of reference
<p>Definitions:</p> <p>Child: For the purposes of this document a child is anyone under the age of 18</p> <p>Missing child: a child reported as missing to the police by their family, carers or professionals working with them.</p> <p>Looked after child: a child who is looked after by a local authority by reason of a care order, or being accommodated under section 20 of the Children Act 1989.</p> <p>Responsible local authority: the local authority that is responsible for a looked after child's care and care planning.</p> <p>Host local authority: the local authority in which a looked after child is placed when placed out of the responsible local authority's area.</p> <p>Care leaver: an eligible, relevant or former relevant child as defined by the Children Act 1989.</p> <p>Unauthorised absence: A Child Looked After whose whereabouts are known but who is not at their placement or place they are expected to be, and the carer has concerns or the incident has been notified to the local authority or police.</p> <p>Return Home Interview (RHI): A Return Home Interview is a piece of direct work with the child/young person who has been missing to understand why the child has gone missing, identify harm that may have occurred whilst away, understand what may help prevent future missing episodes, help the young person feel safe and understand how they can ask for help to prevent future missing episodes and to provide information on how to stay safe if they go missing again. A RHI can NOT be completed by someone the child lives with.</p>
<p>Purpose:</p> <p>To provide a more consistent RHI offer to children who go missing from Ealing.</p> <p>Ensure a robust offer of independent RHI's is available to promote best practice for children who go missing from home and care.</p> <p>Create a community of practice where practitioners can share best practice,</p>
<p>Governance:</p> <p>The RHI Champions will be coordinated by the Missing Coordinator who will ensure that rotas are in place and convene quarterly meetings.</p> <p>Quarterly reports will be provided to the Performance and Development (PAD) Board</p>
<p>Role Responsibilities:</p>

RHI Champions will provide an independent RHI for children who have stated that they do not want a RHI to be completed by their social worker

RHIs will be completed within 72hrs of the request being made (unless there are extenuating circumstances).

Where children are not placed in London a decision will be made in conjunction with the RHI Champion, allocated worker and appropriate manager and Head of Service about how to best proceed with the RHI. If it is agreed by the Head of Service that the RHI can be conducted virtually a management oversight needs to be completed to reflect this.

RHI Champions will provide a summary of what was discussed to the allocated worker within 1 working day of the RHI taking place and will write up RHI within 2 working days of completing this activity.

RHI Champions can NOT be used to provide cover/assistance due to workloads/work pressures for individuals or teams

Process for requesting a RHI Champion to complete a RHI

In line with statutory guidance, every child who goes missing needs to be offered the opportunity to have an RHI completed by an independent person. This offer should be recorded on the child's file. Once a child has agreed to an independent RHI the allocated worker will email (do we create a shared mailbox? As a longer term plan could we build a step in Mosaic??) advising of the child's name and mosaic ID number, missing step ID number, date and time the child went missing, the date and time the returned, when the young person consented to an RHI and contact details for the young person and their parent/carer.

This information will be screened by the Missing Coordinator and passed to the duty RHI Champion. It is expected that the RHI Champion will make contact with the young person to arrange the RHI within a maximum of one working day and where possible the RHI should be completed within 72hrs of the notification.

It is expected that the allocated worker will complete the RHI with the parent/carer and that the RHI Champion will be responsible for the interview with the child.

It is expected that the RHI Champion will complete an initial safety plan with the young person as part of the RHI but that this will be built upon and fed into other plans by the allocated worker.

Following the RHI

The RHI champion will provide the allocated worker with a summary of the RHI on the same day that the RHI is completed. The RHI champion will complete the RHI (interview with young person) section of the missing step within 2 working days.

It is the responsibility of the allocated worker to ensure that the missing step is up to date to the RHI point.

Once the RHI Champion has completed the RHI Interview and Safety planning section it is the responsibility of the allocated worker and their manager to ensure that the step is authorised and completed in a timely manner.