

Process for Initial Health Assessments for Looked After Children

Background information

Initial Health Assessments must be completed within 28 days of the child or young person becoming looked after and be carried out by a registered medical practitioner who is ideally a paediatrician. The Initial Health Assessment identifies existing health problems and deficits in previous healthcare and provides a baseline for managing the child's future health needs. The forms must be raised as soon as the child becomes Looked After to ensure that Statutory Guidance is met.

Forms:

The forms used for Initial Health assessments are:

- BAAF form IHA – C for initial health assessments from birth to 9 years
- BAAF form IHA – YP initial health assessment for young people age 10 and older
- BAAF Consent form to obtain and share health information
- BAAF Parental Health Form
- BAAF Mother and Baby Form for children under 10 years.
- Additional Information and Checklist Form
- SDQ Outcome (Over 4 years old)

Responsibility:

The child or young person's social worker is responsible for completing the appropriate paperwork, as detailed above, for the Initial Health Assessment.

Process:

- **Part A of the age appropriate IHA BAAF form** must be completed by the child or young person's social worker and **consent** provided at the end of Part A by the person with parental responsibility. At the same time the **BAAF Consent form** on information sharing should be signed by the person with parental responsibility and witnessed. Also the **BAAF Parental Health Form** should be completed by the parent. **Part A of the BAAF Mother and Baby form and the Additional Information and Checklist Form should be completed by the Social Worker this should be sent with the most recent SDQ Outcome for children over 4 years.**
- Once all relevant information and consents have been collated the forms should be sent to the **Administrator for Looked After Children in the Health Team**. The process for the Initial Health Assessments will be overseen by the LAC Paediatrician and the Specialist Nurse Looked After Children. The completed documentation may be sent by post or via secure email connection. **Please note** health bodies require an original or scanned document with a signature as evidence of informed consent not a typewritten name. The Initial Health Assessment will be carried out by a Paediatrician for those children placed within Barking and Dagenham or nearby boroughs. If the child is out of borough it will be sent to the appropriate LAC Team or GP in that area requesting completion. **It is expected that the Social Worker will attend the appointment with the child and foster carer.**
- A flow chart for the Initial Health Assessment process is attached to assist you. Also attached are the contact details of the Looked after Children Health Team. **Please do not send the IHA forms directly to carers or any other professionals.**
- On completion of the Assessment, Part C will be returned to the Health Business Support for the Social Work team. **The date of the health assessment, immunisation status and date of dental check must be entered on to the ICS system by the Social Work team.** Copies of parts C will also be sent to the GP the child is registered with, the carer, Health Visitor or School Nurse and will be offered to the young person if of secondary school age. The full original copy will be retained in the child's community health record.

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- BAAF Form IHA-C 0-9 years or IHA-YP 10 years and over
- Part A to be completed by Social Worker and signed by person with PR
- BAAF Consent form to be signed by the Birth Parent to allow both parent and child information to be shared. If parent refuses SW to sign for child if has PR.
- BAAF Parental Health Form to be completed by parent
- BAAF Mother and Baby form Part A completed by SW for children under 10 years old
- Additional Information and Check list Form to be completed by SW to include chronology of events leading to care and relevant health information to be included
- SDQ Outcome Form (Over 4 years) if available

Please Note – consent section must be signed by the person with parental responsibility.

Send completed forms to the Administrator for Looked After Children/Specialist Nurse. Mother and Baby form will be sent to the birth hospital by health for completion accompanied by the Consent to share form.

- An appointment is arranged with a paediatrician by the Looked after Children's Administrator or sent directly to the LAC Team in the area placed or to the GP depending on the local arrangements where the child is placed. **It is expected that the Social Worker will attend the appointment with the child and foster carer.**

The assessing Medical Practitioner completes assessment and returns the completed form to the Administrator for Looked After Children. If a child does not attend their appointment they will be offered one further appointment and if they fail to attend again they will be referred to their GP for assessment.

Copies of Part C are returned to the Social Work Team who has responsibility for the Looked after Child.

Appropriate details re Assessment, immunisations and dental checks to be entered onto ICS by the Social Work Team

Date of next health assessment to be noted.

Forms for next Review Health Assessment to be provided 8 weeks before due date if child placed within Barking and Dagenham or 12 weeks if child is placed out of area

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