



Appendix 1 Discharge Planning Meeting Template

To be completed and circulated by the Meeting Chair

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| Child/Young Person's Full Name: | | Details of Parent/Carers and who has Parental Responsibility: | |
| D.O.B: | | NHS number: | |
| Background and reason for admission: | | | |
| Details of any previous admissions: | | | |
| Date of this meeting and who is chairing: | | | |
| Dates of any previous meetings since admission/outcome: | | | |
| Names of those attending | Title | Email and phone contact | |
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Outcome of Assessment(s):

Hospital:

CSC:

C&YP Nurse:

Health Visitor:

CAMHS:

Children's Community Therapist:

SEND Case Worker:

Other:

Voice of the child/young person and their lived-in experience:

Identified Risks, Triggers, Warning Signs and Protective Factors(If an Early Help Assessment is already available please reference this in the below boxes)

| What are we worried about? | What is working well? | What needs to happen? |
|----------------------------|-----------------------|-----------------------|
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Treatment and Support plan:

(to include Medication, any additional Medical or Social investigations required, direct work with young person and other family members, safety measures; assurance that family support networks are appropriate and will not compromise the safety of the child/family)

| Outcomes to be achieved with the child/young person | What will be provided | Who is responsible | Timescales |
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Are any specific arrangements required for weekend and holiday periods?

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| <p>Details of follow up appointments and visits: (timeframe and by whom)</p> <p>Who will have contact with the young person and their carers within 48 hours of discharge?</p> | | |
| <p>Status and ownership of the plan / Interface with other plans</p> <p>Names of Lead Professional(s)</p> | | |
| <p>Are there any areas of disagreement to the discharge plan? (If yes, how will these be resolved?)</p> | | |
| <p>Contingency plan: (Specify what will happen if the plan is not followed)</p> | | |
| <p>Follow up meeting(s)</p> <p>Identify who needs to be invited to attend. e.g. School or college; Youth Worker; C&YPN or GP</p> | <p>Date and Venue</p> | <p>Who will arrange</p> |