


Procedure for LAC Health Assessments – October 2016

Once the decision has been made that a Child/Children are to become LAC the following procedure will need to be followed in order to arrange a LAC Health Assessment

<p>LAC Planning Episode</p>	<p>Social Workers selects the Initial Health Assessment as an Episode Outcome.</p>
<p>Initial and Review Health Assessments</p> <p>LEGAL STATUS: Section 31 – Interim Section 38 – Full Care Order Section 20 –</p>	<p>Social Workers creates a Document named Request for Health Assessment - Part A within the Initial Health Assessment or Future Health Assessment Episode.</p> <p>Once completed a Task is sent to <i>Looked After Children – Admin</i>, who will send the forms securely to LAC Health.</p> <p>Please note if a Section 20 is required the forms need to be printed and signed manually. Once documents are signed they need to be uploaded to Frameworki. It should then be tasked to <i>Looked After Children – Admin</i>, who will send the forms to LAC Health for processing.</p> <p style="text-align: center;">Request for Health Assessment - Part A</p> <div style="text-align: right;">  </div> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Health Assessment for Looked After Children Initial / Review Health Assessment <small>Part B to be completed by examining health professional - Part B is not included on this form</small></p> <p><small>This information is confidential and is not to be divulged without authorisation of the Health Adviser. For adoption only, a copy of this entire form will be sent to the young person's adoption agency.</small></p> <p>Type of Health Assessment <input type="radio"/> Initial <input checked="" type="radio"/> Review</p> <p>Age Range of the Young Person <input checked="" type="radio"/> Birth to 9 years <input type="radio"/> 10 years and older</p> </div>
<p>LAC Health Assessments - Completed Part C</p>	<p>Once LAC Health Assessment has been completed and returned to <i>Looked After Children – Admin</i>, the Part C will be uploaded onto Frameworki. A copy of the returned assessments will be emailed to the allocated worker. A copy will also be uploaded into the LAC Health Episode where the Part A was requested.</p> <p>All Future Health Assessments <u>will</u> be triggered by <i>Looked After Children – Admin</i> and placed into the allocated incoming work flow 4 weeks in advance of the Future Health Assessment.</p> <p>All Future Health Assessments will remain in the workflow of <i>Looked After Children – Admin</i> until 4 weeks trigger to better manage the incoming work.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>Team Future Work (117)</p> <ul style="list-style-type: none"> October 2016 (10) November 2016 (25) December 2016 (25) January 2017 (24) February 2017 (22) March 2017 (10) June 2017 (1) </div>

NOTES:

Forms	<p>All forms must be fully completed with verification ticked as shown below.</p> <div style="border: 1px solid black; padding: 5px; margin: 10px 0;"> <input checked="" type="checkbox"/> * Authorised by LA to give consent on their behalf Verification Details Verified at 10:09 AM on 30/09/2016 by Taiwo Emiabata Role: Social Care Worker Organisation: Court Team [fscp] </div> <hr/> <p>We are unable to submit LAC Health documents without a verification or manual signature. This is mandatory.</p>
Tasks	<p>All tasks received to <i>Looked After Children – Admin</i> will ensure that the documents are quality checked before being sending to LAC Health.</p> <p>All documents not completed correctly will have its task rejected, a return note and email will be sent to the allocated worker advising them of the action required.</p>
Timescales	<p>Initial Health Assessment documents must be returned to <i>Looked After Children – Admin</i> within 5 working days of the child becoming LAC. This allows LAC Health colleagues to process the referral and carry out the Health Assessment. They are required to have the completed Part C returned to us no later than 20 working days of the child becoming LAC.</p> <p>Please note: timescales begin as soon as a Child becomes LAC and not from the date of the completed documentations.</p>
Contact Details	<p><u>Looked After Children – Admin</u> 1st Floor Civic Offices St. Nicholas Way, Sutton SM1 1EA Telephone 0208 770 5000</p> <p><u>Initial Health Assessments</u> Patient Pathway Co-ordinator - Child Protection & Looked After Children St Helier Women's and Children's Epsom and St Helier NHS Trust Telephone 020 8296 4854 Email est-tr.childsafeguardingQMHC@nhs.net</p> <p><u>Review Health Assessments</u> Designated LAC Nurse Health Portacabin 24 Denmark Road Carshalton SM5 2JG Telephone 0208 669 1727 Email rmh-tr.lookedafterchildrennurses@nhs.net</p>

If you have any queries on concerns please contact LACadmin@sutton.gcsx.gov.uk

Please follow this link below for creating the necessary documents on Frameworki.

<https://plus.google.com/u/0/communities/113228329016285185829/stream/f46825b6-2b5c-42bd-99ef-871aca2a4e1d>

