Preparing for Adulthood Process Map

Touchpoint 1: Age 14 - Identification & Notification
Age 15 – Update & Review
Touchpoint 3: Age 16 – Formal Referral
Touchpoint 3: Age17 – Assessment & Care Planning
1 month prior to YP's 18th birthday
Touchpoint 4: Age18 – Transfer of Care
Touchpoint 5: Age 18+ Follow up & Review
Named Worker (This is the practitioner who will coordinate the YP's transition of care and support)
CYPCC
CHC
Hertfordshire Community Team (HCT) – for CYPCC Equipment
0-25 Together Team
Education
Young Person identified as likely to be CHC eligible by Named Worker (health / care professional)
Introductory conversation with YP and family regarding preparing for adulthood journey
If appropriate, support YP in completing "Preparing for Adulthood - My Health Information" document
Obtain consent from YP / Family to share information with relevant professionals for transition
Request YP's details to be added to PFA Monitoring List held by CYPCC
Admin to add details provided onto PFA Monitoring List
Complete relevant sections on Transition Support Plan with YP and family
Complete Early Notification Form (ENF)
Is YP CYPCC eligible?
No
Yes
Email ENF to CHC, CC' CYPCC admin and relevant stakeholders within Health, Social Care and Education.
Email ENF, most recent DST, CYPCC review documents to CHC, CC' CYPCC admin and relevant stakeholders within Health, Social Care and Education of this ENF.
Admin to add ENF submission date onto PFA Monitoring List and save documents on iChord and System1
CYPCC annual review / case management to take place as usual
Quarterly Multi Agency meeting to review all cases on PFA Monitoring List
Complete relevant sections on Transition Support Plan and review ENF with YP and family
Is YP CYPCC eligible?
No
Yes
Email revised ENF to CHC, CC' CYPCC admin and relevant stakeholders within Health, Social Care and Education.
Email revised ENF, most recent DST, CYPCC review documents to CHC, CC' CYPCC admin and relevant stakeholders within Health, Social Care and Education of this ENF.
Admin to update relevant sections on PFA Monitoring List and save documents on iChord and System1
CYPCC annual review / case management to take place as usual
Quarterly Multi Agency meeting to review all cases on PFA Monitoring List
Complete relevant sections on Transition Support Plan with YP and family around the YP's 16th birthday
Complete CHC Checklist
Email CHC Checklist to CHC, CC' CYPCC admin
Admin to update relevant sections on PFA Monitoring List and save documents on iChord and System1
Is YP CYPCC eligible?
No
Yes
CYPCC Commissioner to request a complete list of equipment and consumables from HCT
Provide list of equipment and consumables (including frequency of orders)
Does YP require consumables that are not available via GP prescription?
No
Yes
Provide information on where consumables can be sourced (e.g. Nebulisers Direct)
CYPCC Case Manager and CHC Nurse Assessor to discuss requirement of equipment and consumables as listed by HCT
CHC Nurse Assessor to send agreed equipment and consumables requirement to CHC Commissioning team
CHC Commissioning team to check where listed equipment and consumables can be sourced when YP turns 18.
Will YP require a suction unit going forward?
Yes
No
CHC Commissioning team to liaise with Hertfordshire Equipment Service (HES) to ensure existing suction unit can be transferred over.
Can HES provide / take over all equipment required?
No
Yes
CHC Commissioning team to source alternative supplier(s) for equipment / consumables.
CHC Commissioning team to confirm arrangement of equipment with all stakeholders (i.e. CHC Nurse Assessor, CYPCC Case Manager and CYPCC Commissioner)
Representative from CHC and YP's named Social Worker to join the YP's CYPCC annual review
Obtain feedback from YP and family on the mid-point of their transition journey
Quarterly Multi Agency meeting to review all cases on PFA Monitoring List
Complete relevant sections on Transition Support Plan with YP and family around the YP's 17th birthday
Schedule joint assessment date with YP and family and all relevant professionals, CC' CYPCC admin
Admin to update relevant fields on PFA Monitoring List
Conduct joint assessment using CHC National Framework DST around the YP's 17th birthday. Lead by CHC, include all relevant professionals from children's and adult's teams
DST ratification
Is YP CHC eligible?
No
Yes
Support YP and family in ensuring YP will receive appropriate support through Social Care / Universal / Specialist services post 18. YP to stay on PFA Monitoring List for monitoring in case of any changes in needs
Confirmation on package of care, level of funding, tripartite funding and equipment required
Nurse to contribute to the development of care plan
Develop a care plan with YP and family that will be in place on YP's 18th birthday
Nurse to support changeover of equipment with CHC
Organise the changeover of equipment and work with family to establish a routine for ordering disposable equipment
Quarterly Multi Agency meeting to review all cases on PFA Monitoring List
YP's care package ready to be introduced
Conduct full handover meeting with YP, family, CYPCC and CHC
Transfer of care takes place on the YP's 18th birthday
Obtain feedback from YP and family on the completion of their transition journey
Nurse to attend to provide relevant clinical support and advice
Conduct care package review 3 months post transfer of care with YP and family
Nurse to inform relevant stakeholders of successful transition to CHC and discharge YP from CYPCC
Admin to update relevant fields on PFA Monitoring List and iChord and System1