



ISCAN

Integrated Service for
Children with Additional
Needs

Referral Guide for Practitioners

What is ISCAN?

ISCAN is an integrated service where professionals from Health, Education, the Voluntary Sector and Social Care work closely together to improve partnership working for disabled children with additional needs.

This will lead to more “joined-up” and co-ordinated services for children that need multi-agency and/or multi-disciplinary input, over and above universal services.

When do I make a referral?

As early as possible. Early intervention has a positive effect on outcomes for the child, and increases the parents' ability to cope with difficulties and feel positively about their child.

How do I make a referral?

An ISCAN referral form is to be used for children who have, or will have, multi-agency and/or multi disciplinary involvement.

(For referrals to a single agency, e.g. speech and language therapy, physiotherapy etc, the agencies' forms can be used. Speech and Language Therapy referrals should be sent directly to Llanfrechfa Grange)

The completion of an ISCAN referral form indicates that discussion at the weekly multi-agency referral meeting is desired.

(Note that parents/carers' consent is needed for this—see page opposite)

The information you include on the referral form is used to make a decision about what services are appropriate to become involved with the child at that time. **It is important to include as much information as possible, including copies of the most recent S.O.G.S assessments, and reports from other professionals where possible.**

ISCAN referral forms can be downloaded from the Caerphilly Children's Centre website, www.cccinfo.net/ISCAN, from the Caerphilly Children's Centre reception or from your representative on the ISCAN implementation group.

To whom do I make a referral?

It is often clear which services the child needs; physiotherapy or the assessment nursery for example. **Please state which service you are requesting.** You can use just one referral form for referrals to several agencies.

However, in some instances, a paediatric overview may be required to ascertain which follow-on referrals need to be made. Referrals to community paediatricians should to be sent directly to Community Child Health at Ystrad Mynach Hospital.

What consent do I need?

You need to evidence that you have explained to parents the reasons for this/these referrals, the referral process and gained their consent for:

- This/these referral/s
- Multi-agency discussion and information sharing
- Any further referrals following the multi-agency discussion

The parents should sign the consent page of the referral form. *(However, if this is not possible, you should indicate on the referral that you have explained the above to the parents and gained verbal consent)*

What happens next?

The child will be discussed at the next available ISCAN referral meeting; these are held on Thursdays at 1.00pm at Caerphilly Children's Centre. You will receive written feedback following this meeting. You also may be contacted by telephone prior to the meeting for more information.

Lead professional referrals

Some families will benefit from a “lead professional” who will help co-ordinate the services their child receives and arrange Team Around the Child (TAC) meetings. This service is available for children under 5yrs who have multi-agency involvement for example.

An ISCAN referral form should be completed and the request for lead professional should be indicated on the form. It will be decided at the next available ISCAN meeting who is most appropriate to become that family’s lead professional.

TAC meetings can be held wherever is most convenient for the family. The administration team at Caerphilly Children’s Centre can support TAC meetings. You need to speak with the admin team (Gail Mead) with details of invitation letters, room bookings, minutes etc.

Contacts;

Tim Horton - Acting Children’s Centre Manager
Carolyn Jones - Information and Advice Service
029 20867447

Glenice Robinson - Team Manager, Children with Disabilities Team 02920 849755

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