**Family Nurse Partnership and Health Visitor Handover Pathway**

21 month – FNP supervision -start of discharge process

Step 1

FNP Practitioner decides level of service needed U/UP/UPP (Level 1,2,3 or 4 as per right help right time document) through Early Help Assessment

HV Team Leader informed on level of service needed

Step 2

FNP advises admin

Team Leader allocates named HV, FNP look on capita involvements for allocated HV

FNP Practitioner to book (at 22 months) 24 month contact and a HV joint visit.

(6 weeks’ notice required. Send by calendar invite)

Joint visit to be recorded on capita by FNP nurse and HV

Early help assessment to be saved on child’s file and sent to early help hub by FNP

Goals/threshold must be jointly decided at the joint contact.

HV decides service level

Admin opens HV involvement

Step 3

FNP - 4-6 weeks after discharged to call client to ensure they have had contact with HV (this could be by phone)

If no access due to parent disengagement HV/FNP to evaluate needs/risks and whether RFI is required

Step 4

HV to take over care - unless extended handover.

FNP nurse to email other services new HV details.

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**Extended Handover for New Vulnerabilities / Evaluation of Risk**

FNP identifies cases in supervision

Follow step 1 and 2 of handover process

Step 5

End date for FNP agreed

Both practitioners to have monthly contact

Step 4

Created 13/06/2018

Reviewed 13/02/2019

Step 6

FNP - 4-6 weeks after discharged to call client to ensure they have had contact with HV (this could be by phone).

If no access due to parent disengagement HV/FNP to evaluate needs/risks and whether RFI is required

Capita memo to be shared

Goals to have named practitioners to actions

Both to attend Core Groups/CIN/Conferences

HV to take over care. FNP nurse to email other services new HV details.

Capita memo to be shared

Goals to have named practitioners to action

Both to attend Core group/CIN/Conferences

If no access due to parent disengagement HV/FNP to evaluate needs/risks and whether RFI is required

Step 4

Step 6