

Pathway for coordinating health involvement for strategy meeting regarding concerns about FII

Complete within 3 working days

- Social Worker to contact GP by telephone to request chronology including analysis, professionals involved, medication prescribed
- Check best times / days for GP to attend strategy meeting including suitable room available at practice to support attendance

Support offered from Named GP to GP & SW if GP has not responded within agreed timescales

- SW to agree 3 suggested dates for strategy meetings with IRO – inform GP of provisional dates

Support offered from Designated Team PA for SW / GP if required around contact details for named professionals and secure emails for Trusts

Chronology & reports available 3 working days before strategy meeting
Feedback regarding suitable attendance within 1 week
Confirm receipt of email 1 working day

- SW to send request to secure safeguarding email at each involved health Trust formally requesting chronology / analysis and confirmation of appropriate representation (preferably lead professional) for each of the 3 provisional dates

- Support offered from Designated Doctor / Nurse to named professionals if required
- Designated Doctor / Nurse may agree to attend strategy meeting as additional opinion if complex or multiple provider's involved but not as alternative to named or lead professionals
- Social Worker to escalate to designated doctor / nurse only if named doctor / nurse has not responded within agreed timescales

- Named Nurse and doctor from each involved health Trust to review record, contact involved professionals
- Nominate lead professionals. In absence of suitable lead the named doctor should take this role
- Lead to co-ordinate chronology, opinion and suitable representation at strategy meeting based on availability and involvement (with support from named)
- Every effort should be made to offer suitable options for representation from Trust at all 3 dates
- For complex cases with multiply professionals involved in one Trust consider if the named doctor needs to co-ordinate a pre-meet to coordinate opinions from Trust

Formal invites for strategy meeting to be sent to secure emails within 2 weeks of initial decision