**Rapid Review Referral Form**

***PART A - TO BE COMPLETED BY THE PERSON MAKING THE REFERRAL.*** ***PROFESSIONALS SHOULD DISCUSS THE CASE WITH THEIR AGENCY DESIGNATED SAFEGUARDING LEAD AND AGREE THE REFERRAL IS APPROPRIATE.***

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **1.** | **Details of individual making referral** | | | |
| **Name:** | |  | **Role:** |  |
| **Agency:** | |  | **Tel. number:** |  |
| **Date of incident prompting referral:** | |  | **Date referred to TSCP:** |  |
| **2.** | **Brief description of event leading to referral** | | | |
|  | | | | |
| 1. **Detail of the known or suspected abuse** | | | | |
|  | | | | |
| **4.** | **Details of the child/young person** | | | |
| **Last name/s:** | |  | **Date of birth:** |  |
| **Forename/s:** | |  | **Age** (if D.O.B. not known)**:** |  |
| **Other names used:** | |  | **Gender:** |  |
| **Ethnicity** | |  | **Any known disability** |  |
| **Home address:** | |  | | |
| **Please include details of parents/carers** | |  | | |

|  |  |  |
| --- | --- | --- |
| **5** | Brief summary of work undertaken by your agency | |
|  | | |
| **6.** | | Details of why, in your opinion, this case should be subject to a review? (refer to p4 for the criteria for a review and additional guidance) |
|  | | |
| **7.** | | **Additional information:** For example, is there media interest, are there criminal proceedings? |
|  | |  |

**Please return the completed PART A of this referral form to the TSCP Business Unit at** [**TSCP@tameside.gov.uk**](mailto:TSCP@tameside.gov.uk)

***PART B - TO BE COMPLETED BY THE SCREENING PANEL 1 DAY AFTER THE REFERRAL HAS BEEN RECEIVED. SCREENING PANEL MUST BE COMPRISED OF REPRESENTATION FROM THE 3 STATUTORY SAFEGUARDING PARTNERS.***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **SECTION 2: TO BE COMPLETED BY THE TSCP Screening Panel** | | | | | | |
| **Names and organisation of Panel Members making decision:** | | | | | | |
| **TMBC:** | | **GMP:** | **CCG:** | | **Other:** | |
| **2.1 Referral Decision of Screening Panel (tick √ one)** | | | | | | |
| **Meets threshold for Rapid Review** | | **Does not meet threshold for Rapid Review or audit** | | **Meets threshold for audit and assurance but not a Rapid Review** | | **Queries back to referrer before decision can be made** |
|  | |  | |  | |  |
| **2.2 Rationale for the Decision** | | | | | | |
| **Please refer to Screening Panel Guidance below**  **Please indicate why the panel has determined the chosen pathway for this case.**  **In cases where a Rapid Review is selected please note;**   1. **the nature of the known or suspected abuse or neglect and** 2. **how the Serious Harm criteria has been determined** | | | | | | |
| **Selected Pathway** |  | | | | | |
| **Rationale** |  | | | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **2.2 Identified Leads to coordinate review process from individual agencies involved** | | | |
| **Name** | **Role** | **Organisation** | **Contact Details** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

|  |  |
| --- | --- |
| **The Screening Panel Guidance** | |
| **What is the purpose of screening panel?** | Tameside Safeguarding Children Partnership has developed a screening panel for the purpose of swiftly reviewing case referrals that are requesting a Rapid Review. |
| **What does the Panel do?** | A number of referrals are received by the partnership, but it needs to be determined whether or not the specific criteria for a Rapid Review is met or whether other learning processes may be more appropriate e.g. a single agency audit |
| **Who is the Panel?** | The three core statutory partners nominate senior leaders to undertake this process – Local Authority, Police and CCG |
| **What do they do?** | Panel members are required to:   1. Review the referral form 2. Identify if their own agency system holds further information to inform their decision making 3. Discuss (virtually via skype or email or telephone call) with the panel views on whether or not Serious Harm Criteria is met and the case is determined as Notifiable and so warrants a Rapid Review Panel to explore criteria further 4. Ensure a clear rationale for the decision is documented and shared to the TSCP Business manager 5. Ensure that any further processes are agreed i.e. commence a Rapid Review / Single Agency Audit/ No Further Action |
| **When would a review be needed?** | **A Rapid Review** will be appropriate where the case meets notifiable incident criteria and you believe that the Partnership needs to assess the case for a Child Safeguarding Practice Review and report this to the National Panel for consideration of a local OR national review. |
| **What is the criteria used?** | **The criteria for a review are defined by Working Together 2018 as:**  TSCP must identify serious child safeguarding cases to ascertain if guidance indicates the need for a review.  Serious child cases are defined as distinct from usual Child Protection cases by the category of serious harm in a case where abuse or neglect is known or suspected  ***Serious Harm is defined as*** *serious and/or long-term impairment of a child’s mental health or intellectual, emotional, social or behavioural development. It should also cover impairment of physical health. This is not an exhaustive list. When making decisions, judgment should be exercised in cases where impairment is likely to be long-term, even if this is not immediately certain. Even if a child recovers, including from a one-off incident, serious harm may still have occurred.*  Panel members should reflect on how the case referred is distinct from other Child Protection cases as a result of the level of harm being seen. If the serious harm criteria is met then a Rapid Review Panel will be convened to consider the wider criteria to propose what, if any, learning process is appropriate and required.  As Looked After Children are in the care of the local authority their deaths must always be notified to the National Panel by the Local Authority.  Cases where a child dies or is seriously harmed outside of England should also be considered for notification and potentially review. |
| **Prompts for Consideration** | |
| 1. Whether the family were known to services, or should have been known to services, and whether there were safeguarding concerns linked to the serious incident. 2. Not all cases of child protection warrant a review so consider what factors are evident that make this case distinct from cases within the child protection arena i.e. problematic practice of professionals linked to harm caused that is beyond individual practitioner decision making and so indicates problems in the wider system of practice. 3. Remember that the purpose of a review is to prevent similar occurrences by identifying lessons for the way we all work together and the system – matters of problematic individual practice not in line with procedure are for other processes such as disciplinary action or regulatory body referrals 4. A review is not an investigation – there are criminal investigation processes to assess culpability and crimes. 5. Reflect on learning and review processes already in place for individual agencies and whether these either are sufficient to address the case or should take place before a wider multi-agency review is determined i.e. mental health death reviews, incident reviews etc. 6. The specific criteria on page 84 of Working Together 2018, will be unpicked in the Practice Review Panel when more information is collected. The focus of the screening panel must be on whether this review process needs to be triggered. 7. Working Together 2018 does state that meeting of criteria does not mean that reviews must be carried out – partners can consider the appropriateness of a child safeguarding practice review. For example, if a case has been triggered with similar learning and process issues it may not be justifiable to duplicate. 8. Don’t forget that focus can also be drawn to positive practice – if there is good practice identified a proposal can be made to consider a good practice review. | |