

RMBC Guidance for Health Advice for Education, Health and Care Plans (EHCP) to be submitted via The Open Objects EHCP Hub

As you may be aware RMBC has changed the way that it manages assessments and reviews as part of the EHCP process. We have invested in an online Hub that parents, carers and young people can access to instantly view the process. The benefits of using an online hub are :

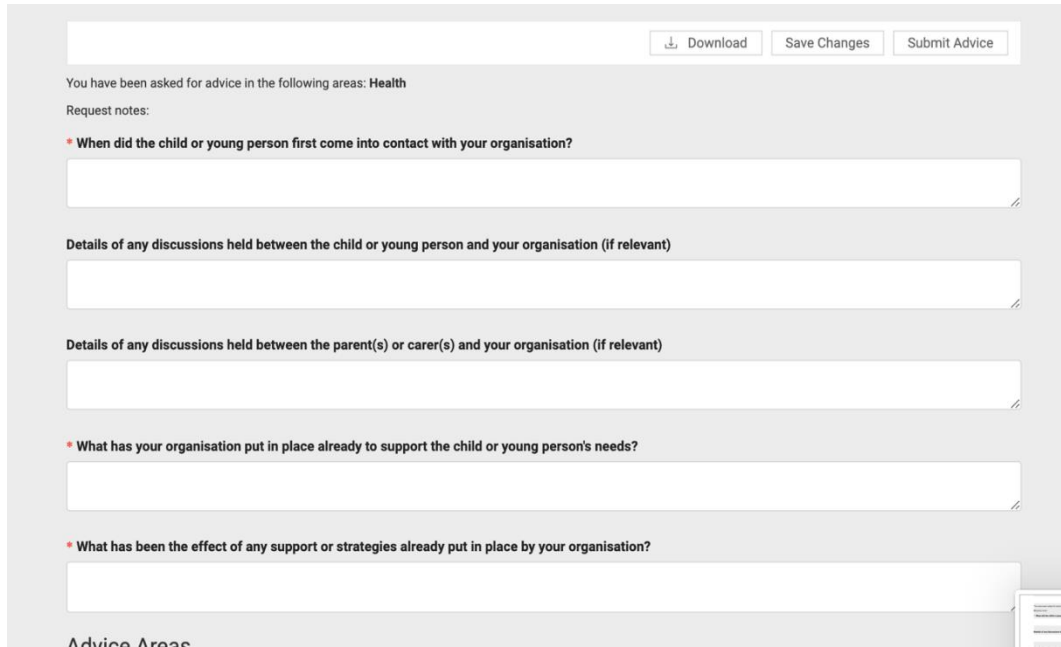
- Ensuring that the child or young person is at the centre of everything we do
- Process and decision transparency: Clear, accessible and timely information
- Easing the administrative burden: Efficient recording and use of information
- A truly collaborative approach to assessment, planning and review: Secure and easy multi-agency working
- Supporting compliance whilst driving practice improvement
- A robust and effective EHCP review process
- A vehicle for cultural change

All partner agencies and individuals involved in the education, health or social care support of a child or young person with, or requesting assessment for an EHCP will be invited to contribute to any reviews or assessments for the child/young person via The Hub.

- You will receive an email asking you to create an account on The Hub, with a link attached to allow you to do so.
- You must use the email that the link is sent to, we will have set this as the logon details to allow you access to the information about the learner.
- You can set your own password at this point
- You must enter a mobile phone number at this point. This is because The Hub contains very sensitive information about children/young people and their families and works on a two part logon, when you logon a one time passcode will be sent to the mobile phone and this expires after a time period. This is similar to banking and other secure websites.
- The mobile phone number is not visible on The Hub it is strictly used only for the OTP it will not be shared under any circumstance. Nothing is installed on the phone and there are no costs incurred by receiving the text message.
- There is the option to use a QR code scanner if preferred and OTP can be sent to a landline as a final alternative however this cannot be to a switchboard it must be a dedicated phone line.
- Once you have set up your account you will receive update emails whenever we add to a current case or allocate you as involved in a new one. When you logon to The Hub you will be able to see all your cases and any outstanding actions. You will not require a new logon for each case.
- Emails sent via The Hub will not contain any personal details or information about the child/young person but will simply notify you that there is new information and ask you to logon.

What will Health Professionals be asked to contribute?

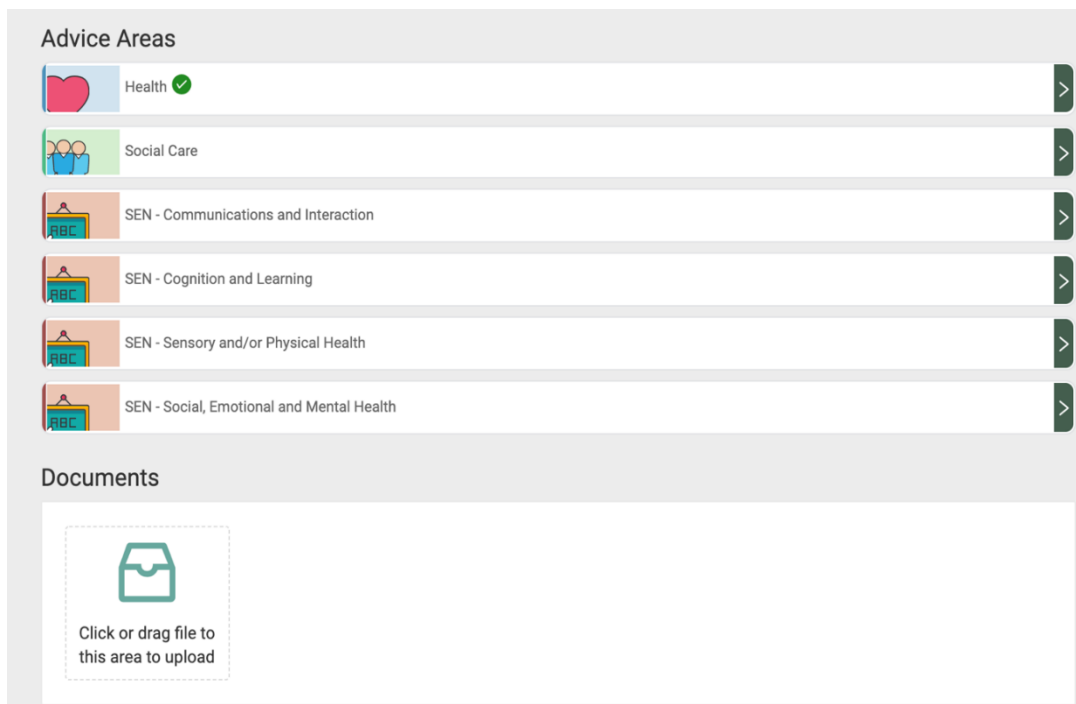
This is what The Hub will look like to you



The screenshot shows a web form interface. At the top right, there are three buttons: 'Download', 'Save Changes', and 'Submit Advice'. Below these, a message states: 'You have been asked for advice in the following areas: Health'. Underneath, it says 'Request notes:'. The first question is marked with a red asterisk: '* When did the child or young person first come into contact with your organisation?'. This is followed by a large text input field. The next question is 'Details of any discussions held between the child or young person and your organisation (if relevant)', followed by another text input field. The third question is 'Details of any discussions held between the parent(s) or carer(s) and your organisation (if relevant)', also followed by a text input field. The fourth question is marked with a red asterisk: '* What has your organisation put in place already to support the child or young person's needs?'. The fifth question is also marked with a red asterisk: '* What has been the effect of any support or strategies already put in place by your organisation?'. At the bottom left, the text 'Advice Areas' is partially visible.

The starred fields are mandatory and must be completed

You are able to save and come back to the form if required. There is a save option, however once advice is submitted then it cannot be edited unless you contact the Education, Health and Care Assessment Team and ask them to release this. (ASSENT@Rotherham.gov.uk)



The screenshot shows a section titled 'Advice Areas'. It contains a list of six categories, each with a colored icon and a right-pointing arrow: 'Health' (red heart icon, green checkmark), 'Social Care' (blue and green people icon), 'SEN - Communications and Interaction' (orange ABC icon), 'SEN - Cognition and Learning' (orange ABC icon), 'SEN - Sensory and/or Physical Health' (orange ABC icon), and 'SEN - Social, Emotional and Mental Health' (orange ABC icon). Below this is a section titled 'Documents'. It features a dashed box containing a folder icon and the text: 'Click or drag file to this area to upload'.

As you can see there is a green tick in the health care section indicating that this is the section that you need to complete.

There is also a section for you to upload any reports or letters that may be relevant. There is no expectation that you re-write existing reports which may have already been shared with families but we will need your guidance as to how the information that the report contains will impact on the ability of the child/young person to access education.

Health needs which relate to the child or young person's special educational needs (SEN)

If a decision is made to provide an education, health and care plan (EHCP), this advice may be used in section C of the EHCP.

What are the child or young person's strengths related to learning in this area?

What are the child or young person's special educational needs related to learning in this area?

What are the long-term outcomes to be achieved?

Long-term targets should include the child or young person's outcomes for the next key stage. Outcomes should be SMART (specific, measurable, achievable, realistic, time-bound) and should specify if they are education or training outcomes.

We will ask you to consider outcomes for the child/young person.

Please can you consider the outcomes you are hoping that the child or young person you are supporting will achieve as a result of their education, health and care plan. Some examples of outcomes are as follows:

Cognition and Learning

By the end of their educational journey to have the skills and qualification they need to be progress to the career or training of their choice in line with their aspirations

Communication and interaction

By the end of their educational journey to be able to access and contribute to their local community

Social Emotional and Mental Health

By the end of their educational journey to be able to be happy and healthy including having good mental health

Physical and Sensory

By the end of their educational journey to be as independent as possible.

Finally you will be asked to detail the provision that you believe the CYP requires.

Outcome 1
Delete outcome

Outcome

What are the short-term target(s) to achieve this outcome?
Short-term targets should include steps to achieving the child or young person's outcomes over the next year.

Steps to achieving outcome	Date to be achieved by
No active steps for this outcome.	
	<input type="text" value="Select date"/> <input type="button" value="Add"/>

+ Add a new provision

Provision 1
Delete provision

Support Needed

To be provided by	Staff / Student ratio

How much / Quantity

How often

Provision should be identified clearly and specifically. Provision for example might be 'Two sessions of 15 minutes support per week with Speech and Language Therapist'
 Or
 'Daily Physiotherapy exercises for 10 minutes per day supported by school staff'.

Therefore, clarity is required as to who will need to provide the intervention, for how long and how frequently.

If there is funding for this outside of universal or commissioned services then the Continuing Health Care assessment and details of any personal budget information should be attached,

Please ensure that provision is that which your service can provide or has discussed with education staff.

Example

Outcome

By the end of their educational journey to be as independent as possible.

Steps towards outcomes

To be able to manage orthotic supports in school

To have orthotics that are suitable

To increase lower leg flexibility as much as possible

To monitor and review for possible future surgical interventions

Need

CYP has bilateral talipes which impact on mobility and their ability to access education

Support Needed

Provision 1

CYP requires orthotic support they will require support to manage these

- to be provided by - school staff
- Staff /student ratio - 1:1
- How much / quantity - whenever footwear is changed
- How often – see above

Provision 2

Orthotics will need to be reviewed

- to be provided by - physiotherapist
- Staff /student ratio - 1:1
- How much / quantity – 1 session
- How often – X monthly

Provision 3

- to be provided by - physiotherapist to advise school staff to deliver
- Staff /student ratio - 1:1
- How much / quantity – 1 session for no less than 15 minutes as advised by physio
- How often – daily program to be reviewed by physio on an X monthly basis

Provision 4

Surgical intervention is planned for the future

- to be provided by - Orthopaedic surgeon
- Staff /student ratio - N/A
- How much / quantity – To be reviewed in orthopaedic clinic on an X monthly basis
- How often – see above

Further information

- The Local Offer page on the council website has a list of FAQ's that have been added <http://www.rotherhamsendlocaloffer.org.uk/education-health-care-plans/rotherham-ehc-hub-frequently-asked-questions-faqs/1>
- Please explore the above before you contact the EHCA Team but if you are stuck then email only please assent@rotherham.gov.uk, please title your email Hub Enquiry / Help