

What to do when a child becomes looked after – The Initial Health Assessment process.

Initial Health Assessments must be completed within 28 days of the child or young person becoming looked after, and are to be carried out by a registered medical practitioner who is ideally a paediatrician.

The Initial Health Assessment identifies existing health problems and deficits in previous healthcare and provides a baseline for managing the child's future health needs. The forms must be raised as soon as the child becomes Looked After to ensure that Statutory Guidance is met.

When a child becomes looked after the social worker should inform the relevant professionals on the same day by:

- The Social Worker completing the LAC Planning and Notification episode on Mosaic. This notification will then be sent out by the Here4U admin team .
- The Here4U admin team emailing the Children in Care Notification distribution list ChildreninCareNotification@wokingham.gov.uk (can be found in the WBC outlook address book) with details of the Looked After Child - name, DOB, LAC start date, LAC status e.g ICO, carer's details & placement address.
- If the child is placed in another authority, this notification will be emailed to them by the Here4U admin team and recorded on mosaic as being done



When this Notification is received, the following documents will be sent to the allocated social worker to complete:

- Initial Health Assessment document (IHA)
- Consent
- Coram BAAF PH – Report on Health of Birth Parent(s)
Please Note – consent section must be signed by the person with parental responsibility. Competent young people of senior school age



Timescale for having these 3 documents completed and returned to the childrenincare@wokingham.gov.uk mailbox is 2 days.

Business support are there to support you, so if anyone needs help in completing these documents please speak to your team's admin or call/email Ruth Timson

When these documents are received, the LAC Health team will start to arrange the Initial Health Assessment. You will be sent details of the proposed date and time via email.

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An appointment is arranged with a pediatrician sent directly to the LAC Team in the area placed or to the GP depending on the local arrangements where the child is placed. It is expected that the foster carer.

It is really important for all professionals to be notified correctly and quickly of a new Looked After Child.



The assessing Medical Practitioner completes assessment and returns the completed form to Children in Care admin team



Copies of Part C of the form are returned to the Social Work Team who has responsibility for the Looked after Child.

Appropriate details regarding assessment, immunisations and dental checks to be entered onto Mosaic by the Social Work Team Date of next health assessment to be noted.

Forms for next Review Health Assessment to be provided 8 weeks before due.

IHA timescales - 28 days

From the date the child becomes Looked After, to when the IHA has taken place and the report is returned to WBC, the turnaround time should be 28 calendar days. Anything outside of this is a breach in timescales.

These documents can be found here: <G:\LAC IHA RHA documents>