

What to do when a child comes into care – The Initial Health Assessment process.

Initial Health Assessments must be completed within 28 days of the child or young person coming into care, 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 comes into care to ensure that Statutory Guidance is met.

When a child comes into care 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 Child we care for - name, DOB, CiC start date, CiC 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.
In the case where the LA share PR if consent has not been obtained from a parent within the 5 days then the Team Manager will sign the forms to avoid delay**

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It is important for all professionals to be notified correctly and quickly of a new Child in Care Timescale for having these 3 documents completed and returned to the childrenincare@wokingham.gov.uk mailbox is 2 days.

If the referral was not made within 3 days this is escalated to the Team Manager
If the referral was not made within 5 days this is escalated to the Assistant Director of Social Care

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 Berkshire West Children and Young People in Care 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 paediatrician 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.



The assessing Medical Practitioner completes assessment and returns the completed form to Berkshire West Children and Young People in Care Team



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

Appropriate details regarding assessment, immunisations and dental checks to be entered onto Mosaic and Date of next health assessment to be noted. by social work team business support.

Forms for next Review Health Assessment to be provided 10 weeks before due.

IHA timescales - 28 days

From the date the child comes into care, 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:\CIC Health - IHA's & RHA's\IHA & RHA Documents](#)