CAMHS Assurance Data Collection Template - Instructions

Notes for completion
The completed return will require details from the person completing the plan and those who are signing off the plan

Content
Cover sheet - this includes basic contact details from the person who has completed the template, the person who is signing off the plan on behalf of the CCG and the person who is signing off the plan on behalf of the Health and Well Being board
Tracker sheet - this includes eating disorder and finance data
Validation Sheet - this sheet contains the details on question completion and if a user has answered each question
To note - Yellow cells require input, blue cells do not

Cover sheet
On the cover sheet please enter the following information:
The date of completion
The CCG you are completing the plan on behalf of
Details for who has completed the plan on behalf of the CCG (name, email, contact number and who has signed off the report on behalf of the CCG)
Details for who has signed off the plan on behalf of the CCG (job title, email and contact number)
Details for who has signed off the plan on behalf of the Health and Wellbeing Board (job title, email and contact number)
Details of publish date and plan location (planned publish date and web link for plan)
Name of person who has signed off the report on behalf of the HWB:
Job title of person who has signed off the report on behalf of the HWB:
Email of person who has signed off the report on behalf of the HWB:
Contact number of person who has signed off the report on behalf of the HWB:
Name of person who has signed off the report on behalf of NHS England Specialised Commissioning:
Job title of person who has signed off the report on behalf of NHS England Specialised Commissioning:
Email of person who has signed off the report on behalf of NHS England Specialised Commissioning:
Contact number of person who has signed off the report on behalf of NHS England Specialised Commissioning:
Planned publish date (you may wish to assure your plans before publishing):
Web link for plan:

Tracker
This requires eating disorder and finance data. Please answer as at time of completion
The eating disorder section requires four questions to be completed:
Is your current Eating Disorder service for under 18s compliant with the guidelines issued by NHS England and NCCMH in 2015?
If yes please detail below how you are using the underspend of the monies allocated for Eating Disorder on crisis or self-harm
If no please indicate below how much will be used to ensure an evidence based community eating disorder services, and how the generic resources are redeployed to support self harm and crisis services for young people
Which CCGs are you working with
The finance section requires twenty questions to be completed:
It may not be possible to answer all of the questions due to the timing of the collections so please ensure you answer as many questions as possible
Description of local priority
Please select stream from which funding comes using the drop down menu
Service user group that the priority is targeted at e.g. Under 18s with Eating disorders, LAC, CYP who are sexually exploited
What is the evidence base for this intervention?
Planned spend broken down by quarter (Q1 Apr - Jun 15/16, Q2 Jul - Sep 15/16, Q3 Oct - Dec 15/16, Q4 Jan - Mar 15/16)
Main KPI
KPI baseline
KPI target
Please select a date the KPI will be achieved by using the drop down menu
Actual spend broken down by quarter (Q1 Apr - Jun 15/16, Q2 Jul - Sep 15/16, Q3 Oct - Dec 15/16, Q4 Jan - Mar 15/16)
Please select yes or no for KPI on track at end of Q3 using the drop down menu
Please select yes or no for KPI on track at end of Q4 using the drop down menu

Validation
The sheet is split into the 4 sections;
Basic details
Eating disorder
Partnering CCGs
Finance
Each section contains a table of the questions within the section, it has a Y or N depending on if the user has completed the question.
Cells that are green and contain a 'Y' mean that the question has been completed and cells that are red and contain an 'N' mean that the question has not been completed and need to have an answer inserted.

In the case of the Finance sections all cells appear blank until a question has been completed on the row, the row will only be green when all questions on that row have been completed. Cells in this section correspond exactly to those within the Finance section of the Tracker so users can see which questions have not been completed.

Support
If you have any questions about how to complete the template please contact england.camhs-data@nhs.net for support

CAMHS Assurance Data Collection Template - Cover Sheet

Cover and basic details

Submission Period:

Oct - Dec 2015

CCG:

NHS SOUTH WEST LINCOLNSHIRE CCG

Completed by:	Colin Warren
Email:	colin.warren@southwestlincolnshireccg.nhs.uk
Contact number:	7919696214

Details for who has signed off the plan on behalf of the CCG

Name of person who has signed off the plan on behalf of the CCG:	Allan Kitt
Job title of person who has signed off the plan on behalf of the CCG:	Chief Officer
Email of person who has signed off the plan on behalf of the CCG:	Allan.kitt@southwestlincolnshireccg.nhs.uk
Contact number of person who has signed off the plan on behalf of the CCG:	01476 406577

Details for who has signed off the plan on behalf of the Health and Wellbeing Board

Name of person who has signed off the plan on behalf of the HWB:	
Job title of person who has signed off the plan on behalf of the HWB:	
Email of person who has signed off the plan on behalf of the HWB:	
Contact number of person who has signed off the plan on behalf of the HWB:	

Details for who has signed off the plan on behalf of NHS England Specialised Commissioning

Name of person who has signed off the plan on behalf of NHS England Specialised Commissioning:	
Job title of person who has signed off the plan on behalf of NHS England Specialised Commissioning:	
Email of person who has signed off the plan on behalf of NHS England Specialised Commissioning:	
Contact number of person who has signed off the plan on behalf of NHS England Specialised Commissioning:	

Details of publish date and plan location

Planned publish date (you may wish to assure your plans before publishing):	
Web link for plan:	

Please fill in every cell that relates to your current situation – so for example, in your initial submission, you will not be able to fill in actual spend for Q3 and Q4, nor whether you are on track to deliver the KPI. By the end of your final submission every column for every local funding priority should be completed

	No. of questions answered
1. Cover	9
2. Tracker sheet - Eating Disorders	3
3. Tracker sheet - Partnering CCGs	4
4. Tracker sheet - Finance	228

CAMHS Assurance Data Collection Template - Tracker Sheet

NHS SOUTH WEST LINCOLNSHIRE CCG

Oct - Dec 2015

Eating Disorders

Is your current Eating Disorder service for under 18s compliant with the guidelines issued by NHS England and NCCMH in 2015?

No

If yes, please detail below how you intend to expand your current service for young people to meet further demand, or use the underspend of the monies allocated for Eating Disorder on crisis or self-harm for young people

If no please indicate below how much will be used to ensure an evidence based community eating disorder services, and how the generic resources are redeployed to support self harm and crisis services for young people

will develop over time through phased implementation of the component services. All of the initial allocation for ED will be spent on the development of the service alongside the redesign and transformation of the CAMHS service to provide a comprehensive offer to Lincolnshire's C&YP.

	Please select CCG
Partnering CCG - 1	NHS LINCOLNSHIRE EAST CCG
Partnering CCG - 2	NHS LINCOLNSHIRE WEST CCG
Partnering CCG - 3	NHS SOUTH LINCOLNSHIRE CCG
Partnering CCG - 4	NHS SOUTH WEST LINCOLNSHIRE CCG
Partnering CCG - 5	
Partnering CCG - 6	
Partnering CCG - 7	
Partnering CCG - 8	
Partnering CCG - 9	
Partnering CCG - 10	
Partnering CCG - 11	
Partnering CCG - 12	
Partnering CCG - 13	
Partnering CCG - 14	
Partnering CCG - 15	
Partnering CCG - 16	
Partnering CCG - 17	
Partnering CCG - 18	
Partnering CCG - 19	
Partnering CCG - 20	

The model detailed in the guidance published by NHS England and NCCMH regarding the evidence based model for a Community Eating Disorder Team for Children and Young People under 18 needs to cover a minimum population footprint of 500k total population, and receive a minimum number of 50 new referrals per annum, in addition to existing caseload. This reflects the volume of cases required to provide an safe, effective and efficient team. Many CCGs will need to work with other CCGs to commission teams jointly. Please indicate which CCGs you will be working with

Finance

						Planned spend (broken down by quarter)								Actual spend (broken down by quarter)				KPI Progress	
Funding scheme number	Description of local priority	Please select stream from which funding comes using the drop down menu	Service user group that the priority is targeted at e.g. Under 18s with Eating disorders, LAC, CYP who are sexually exploited	What is the evidence base for this intervention?	The expected outcome of the scheme	Q1 Apr - Jun 15/16	Q2 Jul - Sep 15/16	Q3 Oct - Dec 15/16	Q4 Jan - Mar 15/16	Main KPI	KPI baseline	KPI target	Please select a date the KPI will be achieved by using the drop down menu	Q1 Apr - Jun 15/16	Q2 Jul - Sep 15/16	Q3 Oct - Dec 15/16	Q4 Jan - Mar 15/16	Please select yes or no for KPI on track at end of Q3 using the drop down menu	Please select yes or no for KPI on track at end of Q4 using the drop down menu
Example 1	Supplement existing ED team to become evidence compliant	ED	CYP with eating disorders	NCCMH/NHS England guidelines 2015	Improved waiting times and access, improved outcomes, reduced admissions to Tier 4			50,000	50,000	To record % of cases that received NICE concordant treatment within the standard's timeframes	10 out of 90 cases	70 out of 90 cases	Mar-17					Please select yes or no	Please select yes or no
Example 2	Redeploy generic staff currently seeing ED cases now seen by community team to improve access to self harm and crisis and invest	ED	CYP who self harm or CYP presenting in crisis	NICE guidelines for self harm QNCC standards on intensive response	Reduction in self harm admissions and A&E presentation, reduction to Tier 4 admissions			20,000	20,000	Every young person presenting with self harm or crisis seen within 2 hours regardless of setting	2 out of 80 cases	70% of presenting cases	Mar-17					Please select yes or no	Please select yes or no
Example 3	Early intervention for behavioural difficulties provided in schools - commissioned in anticipation of monies	15/16 Transformation funds	Children in primary school with behaviour problems	NICE guideline 158	Improved behaviour in home and school. Improved academic outcomes		10,000	10,000	10,000	Improvement in parent and teacher reported SDQ to below threshold for referral	Not measured as new scheme	60% of cases achieve improvements below threshold for referral	Mar-17			7,000		Please select yes or no	Please select yes or no
Local priority stream 1	Development of a Community Eating disorder service for CYP	ED	CYP with eating disorders	NCCMH/NHS England guidelines 2015	Improved waiting times and access, improved outcomes, reduced admissions to Tier 3				172,741	95% of all cases accepted receive a NICE concordant treatment package. Target date for achievement 2018.	Establish current baseline of referrals	95% of all cases accepted receive a NICE concordant treatment package. Target date for achievement 2018.	Mar-20					No	Yes
Local priority stream 2	Training of clinical staff	CYP - IAPT	Clinical staff receive training, improved skill set of staff results in better service for CAMHS Service Users	CYP IAPT Programme is recognised as	Develop skill set and capacity of delivery staff in Lincolnshire and better service for CYP accessing the service				89,000	Identified staff receive CYP IAPT training by 2020	Staff to receive training in tranches.	All identified staff are CYP IAPT qualified by 2020	Mar-20					No	No
Local priority stream 3	Tier 3+ / Out of Hours Emergency Provision	15/16 Transformation funds	Most at risk of admission into T4 settings; those being discharged from T4; CYP in need of emergency response	Future In Mind	*CYP can remain closer to home, family and peers whilst receiving treatment *Reduced travel for CYP				362,026	T3+ service (as detailed in service spec) is implemented within 3 months of revised contract.	No baseline as new service	95% of all 'intensive home treatment' 95% of all CAMHS led 2nd	Mar-17					No	Yes
Local priority stream 4	Single Point of Referral	15/16 Transformation funds	All stakeholders	Future In Mind	*Simplifying access to the service *Reducing inappropriate referrals *Access to the right service, first time				55,427	Phased implementation of SPR begun	No baseline as new service	screenings are conducted and an accept/reject response given within 4 hours of initial referral where	Mar-17					No	No
Local priority stream 5	Online Counselling	New Investment (Local Authority)	CYP	The service was commissioned in resp	Improved waiting times and access, improved outcomes *Early intervention support that prevents escalation of need *Support for lower level emotional and mental health concerns	25,000	25,000	25,000	25,000	Provide support to CYP to further promote awareness of mental health and reduce the stigma of accessing these services	No baseline as improvement to exist	*Introduce podcasts, blogs, vlog co-ordinated by the YP themselves *Implement mechanism for young people to set and monitor their own	Mar-16	25,000	25,000			Yes	Yes
Local priority stream 6	Behaviour Outreach Support Service and Pathway due to start 1st April 2016 Annual Contract Value c£1.5m	New Investment (Schools)	CYP displaying behaviours that challenge	A gap analysis instigated by Schools	*Staff are better equipped to respond to CYP needs *CYP receive support to enable them to remain in their School setting				0	Deliver package of training support across the county	No baseline as new service	Training is delivered following consultation from stakeholders on current issues and gaps in knowledge	Mar-17					Yes	Yes
Local priority stream 7	Autism Outreach Support Service and Pathway	New Investment (Schools)	CYP displaying behaviours that challenge	A gap analysis instigated by Schools	*Staff are better equipped to respond to CYP needs *CYP receive support to enable them to remain in their School setting	154,375	154,375	154,375	154,375	Deliver package of training support across the county	No baseline as new service	Training is delivered following consultation from stakeholders on current issues and gaps in knowledge	Mar-16	154,375	154,375			Yes	Yes
Local priority stream 8	Out of Hours	15/16 Transformation funds	CYP	Future In Mind	*Greater access to services outside of School hours *CYP don't have to take time out of education settings to attend sessions				7,780	Emergency response rate of 4 hours	No baseline as new service	*Young People are seen as soon as possible to stop their needs from escalating *The most vulnerable receive	Mar-17					No	No
Local priority stream 9	Specific Support to Vulnerable Groups (LAC, LD)	15/16 Transformation funds	LAC, LD, Young Offenders	Future In Mind / Nice guidelines	Support will not be delivered as standalone services but will form part of community provision, delivered in evidence based				134,120	Support with access to information and advice on the risks	Performance data for 2014/15 provi	Vulnerable groups have reduced wait time of 4 weeks in comparison to routine wait time of 6 weeks	Mar-17					Yes	Yes
Local priority stream 10	Perinatal	New Investment (NHS)	Expectant teenage Mothers and new Mums	NICE guidelines	*Support to Mother (and Baby) with serious mental health in the ante natal and post natal periods *Reducing support required later on			1,224,475	1,224,475	Provision of a specialist service for the prevention and treatment of Serious Mental Illness in the ante natal and post-natal period in order	No baseline as new service	Provide women with access to information and advice on the risks of pregnancy and childbirth on their mental health via website which	Mar-16					Yes	Yes
Local priority stream 11	Local Authority funding to support moderate mental health needs (previously identified as Tier 2 services)	New Investment (Local Authority)	CYP	Section 75	*Pooled budgets improve efficiency *Seeking views from stakeholders to improve patient experience *Better service resulting from	181,147	181,147	181,147	181,147	Support for mild to moderate mental health and emotional wellbeing issues	Performance data for 2014/15 provi	New service is tierless but transparent metrics will enable monitoring of need and performance of service	Mar-16	181,147	181,147			Yes	Yes
Local priority stream 12	Remodelling of service and specification development	New Investment (Local Authority)	CYP	Future In Mind	*Revised model meets Future In Mind requirements	32,930	32,930	32,930	32,930	Ensure revised CAMHS specification provides a financially sound, excellent quality model that meets national requirements and delivers	No baseline as new service	Support the development of accurate and transparent metrics that will enable benchmarking of the service locally and nationally.	Mar-16	32,930			32,930	Yes	Yes
Local priority stream 13																			
Local priority stream 14																			
Local priority stream 15																			
Local priority stream 16																			
Local priority stream 17																			
Local priority stream 18																			
Local priority stream 19																			
Local priority stream 20																			

CAMHS Assurance Data Collection Template - Validation Sheet

Basic details

Completion date	CCG name	Details for who has completed the plan on behalf of the CCG			Details for who has signed off the plan on behalf of the CCG				Details for who has signed off the plan on behalf of the Health and Wellbeing Board				Details for who has signed off the plan on behalf of NHS England Specialised Commissioning				Details of publish date and plan location	
		Completed by	Email	Contact number	Name	Job title	Email	Contact number	Name	Job title	Email	Contact number	Name	Job title	Email	Contact number	Date	Weblink
Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N	N	N	N	N	N	N	N	N

Y	Question complete
N	Question not complete

Eating disorder

Is your current Eating Disorder	If yes please	If no please
Y	Y	Y

Y	Question complete
N	Question not complete

Partnering CCGs

Partnering CCGs	CCG Name
Partnering CCG -1	Y
Partnering CCG -2	Y
Partnering CCG -3	Y
Partnering CCG -4	Y
Partnering CCG -5	
Partnering CCG -6	
Partnering CCG -7	
Partnering CCG -8	
Partnering CCG -9	
Partnering CCG -10	
Partnering CCG -11	
Partnering CCG -12	
Partnering CCG -13	
Partnering CCG -14	
Partnering CCG -15	
Partnering CCG -16	
Partnering CCG -17	
Partnering CCG -18	
Partnering CCG -19	
Partnering CCG -20	

Y	Question complete
N	Question not complete

Finance

Funding scheme number	Description of local priority	Please select scheme from which funding comes using the	Service user group that the priority is targeted at e.g. Under 18s with	What is the evidence base for this intervention?	The expected outcome of the scheme	Planned spend (broken down by quarter)				Main KPI	KPI baseline	KPI target	Please select a date the KPI will be achieved by using the drop	Actual spend (broken down by quarter).				KPI March 2016	
						Q1 Apr - Jun 15/16	Q2 Jul - Sep 15/16	Q3 Oct - Dec 15/16	Q4 Jan - Mar 15/16					Q1 Apr - Jun 15/16	Q2 Jul - Sep 15/16	Q3 Oct - Dec 15/16	Q4 Jan - Mar 15/16	Please select yes or no for KPI on track at end of Q3 using the drop	Please select yes or no for KPI on track at end of Q4 using the drop
Local priority scheme 1	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Local priority scheme 2	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Local priority scheme 3	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Local priority scheme 4	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Local priority scheme 5	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Local priority scheme 6	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Local priority scheme 7	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Local priority scheme 8	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Local priority scheme 9	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Local priority scheme 10	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Local priority scheme 11	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Local priority scheme 12	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Local priority scheme 13																			
Local priority scheme 14																			
Local priority scheme 15																			
Local priority scheme 16																			
Local priority scheme 17																			
Local priority scheme 18																			
Local priority scheme 19																			
Local priority scheme 20																			

Y	Question complete
N	Question not complete