

## Special Educational Needs and Disability (SEND) Personal Budget Policy

### INTRODUCTION:

- 1.1. The parents of a child with an Education, Health and Care Plan (EHCP) and a young person with an EHCP have the right to ask the local authority that maintains their EHCP, in partnership with local health service commissioners, for a Personal Budget to enable those parents or the young person to secure and pay for the provision specified in their EHCP.
- 1.2. In order to support this right, every local authority has a legal duty to provide parents and young people with information about:
  - (a) the provision for which a personal budget may be available;
  - (b) the organisations that provide advice and assistance in connection with personal budgets; and
  - (c) the conditions that must be met before direct payments may be made via a personal budget.
- 1.3. The Special Educational Needs and Disability (SEND) Code of Practice (2015) confirms this duty by adding that the information provided by local authorities:

An **Education, Health and Care Plan (EHCP)** details the education, health and social care support that must be provided to meet a child or young person's severe and complex special educational need or disability.

It is drawn up by the local authority after an EHC Needs Assessment of the child or young person has determined that an EHCP is necessary and after consultation with the child and their parents, the young person (and where appropriate their parents or representatives) and relevant partner agencies.

*"... should include a policy on Personal Budgets that sets out a description of the services across education, health and social care that currently lend themselves to the use of Personal Budgets, how that funding will be made available, and clear and simple statements of eligibility criteria and the decision-making processes."*

- 1.4. In compliance with the law, Dudley Metropolitan Borough Council's (the Local Authority) SEND Personal Budget Policy explains the approach that is taken by the Local Authority and Dudley's Integrated Care Board (ICB) when making decisions about Personal Budgets in relation to children and young people with an EHCP, including the funding necessary to secure the provision identified in Sections F, G and H of an EHCP.

**Note:** Health and Social Care Services can make personal payments to those who do not have an EHCP, but the procedures followed to determine entitlement to and the amount of these payments are not provided by this Policy.

### 2. DEFINITION OF A SEND PERSONAL BUDGET:

- 2.1. The law governing SEND Personal Budgets is largely provided by:
  - (a) The Children and Families Act 2014;
  - (b) The Special Educational Needs (Personal Budgets) Regulations 2014; and
  - (c) The SEND Code of Practice (2015).
  - (d) Personal Health Budget (PHB) Quality Framework.

2.2. It states that a SEND Personal Budget:

*“... identifies an amount ... available to secure particular provision that is specified, or proposed to be specified, in ... [a child or young person’s] EHC plan, with a view to the child’s parent or the young person being involved in securing the provision.”*

The term **SEND Personal Budget** therefore includes payments to buy provision for children and young people, as described and agreed in their EHCP.

2.3. Adding that local authorities must properly consider every request for a SEND Personal Budget and prepare that budget, unless they have good reasons for refusing, for example because supplying the funds would have an adverse effect on services or it would not be an efficient use of resources.

2.4. If awarded, the arrangements for a SEND Personal Budget will be specified in Section J of an EHCP and the services that it purchases must deliver the provision and outcomes described in the child or young person’s EHCP. The Local Authority will therefore continuously monitor all aspects of the SEND Personal Budget, including the provision purchased, to ensure that it is effective, value for money, best and fair use of these public funds and does not have an adverse effect on overall resources, the recipient of the provision and other children and young people.

2.5. The Local Authority and the ICB Commissioners already buy a range of services to meet the identified needs of most children and young people with SEND; these are generally referred to as *block-purchased* services. Providers of these services are obliged to deliver child-centred support. However, as there may be circumstances where a one-off service must be purchased to meet a very specific assessed need of a child or young person over a limited period of time, a SEND Personal Budget allows a flexible response to meet that need.

**3. SEND PERSONAL BUDGET ARRANGEMENTS.**

3.1. Personal budgets are designed to give families and young people more control and greater choice over how their SEND assessed needs are met and the way that the services they receive are delivered. Consequently, to ensure flexibility there are several SEND Personal Budget arrangements available:

*(Note: The different names stem from the fact that local authorities and health commissioners already used personal payments prior to 2014, i.e., prior to the concept of the SEND Personal Budgets.)*

← Max. independence	Support meets specific needs	Max. help →
<b>Maximum flexibility &amp; responsibility for family</b>	<b>Medium support from commissioners</b>	<b>Maximum support from commissioners</b>
Direct Payments	<ul style="list-style-type: none"> <li>• Supported Personal Budgets;</li> <li>• Third Party Arrangements;</li> <li>• Individual Service Fund;</li> <li>• (Social Care and Education only)</li> </ul>	A Local Authority/ICB managed Personal Budgets;

3.2. Where a SEND Personal Budget is agreed, the appropriate arrangements for its payment will be determined having considered the recipients circumstances.

**3.3. Direct Payments:**

(a) The allocated funding will be paid to the young person or an authorised person, such as a parent or advocate, via a prepaid card and bank account. This will be arranged and set up by the Local Authority.

- (b) Alternatively, the recipient can open a 'care account' – a separate bank or building society account – to be used for direct payments only. The account must be in the name of the individual / authorised person (or in joint names with the person receiving the support) and records must be kept of how the money has been spent, as this will be monitored and reviewed.
- (c) Depending upon the outcome of the needs assessment, young people aged 18-25 may be required to contribute towards the Social Care element of their direct payment.
- (d) With this type of arrangement, the parents or young person are completely accountable for managing the payments and performance of the services purchased.

#### **3.4. Supported: Individual Service Fund:**

The young person or parents will be informed about the amount of allocated for the SEND Personal Budget and will instruct the Local Authority to purchase particular Social Care and Education services to meet the needs in their or their child's EHCP; they will be responsible for managing the delivery of those services.

#### **3.5. Supported: Third party arrangements:**

A separate organisation or trust receives and holds the money on behalf of the parents or young person assists them decide how and what services to purchases to meet the needs in their EHCP. The organisation or trust that holds the money could be the local authority or another organisation, like an agency (e.g. [Creative Support](#)). After this has been agreed with the Local Authority / ICB, the organisation buys the provision chosen and manages it on the recipient's behalf.

#### **3.6. Local Authority / ICB managed fund:**

The recipient can receive bespoke provision and know the total amount allocated for their budget, but the support package will be arranged and managed by the Local Authority and/or health professionals.

#### **3.7. A combination of budget arrangements:**

Families may be able to choose a combination of personal budget types according to their needs and depending on the availability of support.

### **4. EDUCATION, HEALTH AND SOCIAL CARE SERVICES.**

#### **4.1. The Local Authority and the ICB work together to arrange SEND Personal Budgets:**

- (a) The Local Authority's SEND Team can arrange bespoke educational support in educational settings;
- (b) The Local Authority's Children with Disability Team (CDT) can arrange bespoke care for children under 18;
- (c) The Local Authority's Adult Social Care Team can arrange bespoke care for young people aged 18-25;
- (d) If eligible, the ICB can arrange bespoke medical care for children and young people aged 0-25 (Health workers may refer to them as Personal Health Budgets (PHB)); and
- (e) Where a child or a young person requires a combination of provision, the Local Authority and the ICB may agree to an Integrated Personal Budget and arrange that Local Authority and NHS funding contributes to the budget.

4.2. In all cases, good communication and engagement with families, young people and other SEND professionals will be key in arranging the right SEND Personal Budget in the right way, therefore the SEND Information, Advice and Support Service ([SENDIASS](#)) is available to support parents with information, advice and representation in every service area.

#### **5. MONITORING SEND PERSONAL BUDGETS.**

5.1. As a SEND Personal Budget is a flexible arrangement, the monitoring arrangements will vary according to the services being provided. The principal aim is to ensure that the provision and outcomes described in the EHCP are being delivered and met, but any relevant information gathered during this monitoring will be shared and inform the any reviews of the EHCP.

5.2. Where more than one commissioner funds the outcomes of an EHCP, they will review outcomes together. However, as it is also important that commissioners understand the current position of SEND Personal Budgets in their area and can plan strategically for the future, the Local Authority and the ICB will strategically monitor their uptake, use and effectiveness.

5.3. This will increase the commissioners understanding of:

- (a) The overall number of SEND Personal Budgets arranged in Dudley;
- (b) Whether promotion of SEND Personal Budgets is effective and increases the uptake of SEND Personal Budgets;
- (c) What makes it difficult / what stops people from using a SEND Personal Budget successfully;
- (d) The nature of the support purchased; who provides the support; whether it can be bought in block for greater value for money; and
- (e) Whether the use of SEND Personal Budgets actually improves outcomes for children and young people;

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#### **6. CHANGES TO AND TERMINATION OF A SEND PERSONAL BUDGET.**

6.1. The parents and young people are required to inform the Local Authority and / or ICB of any changes that may affect the amount or continuation of their SEND Personal Budget, for example:

- (a) The end of their EHCP;
- (b) Any changes to their personal or family circumstances;
- (c) It is agreed at a review that the intervention has achieved its outcomes OR the intervention is deemed ineffective;
- (d) The child or young person's needs change and the EHCP is amended as a result;
- (e) The carers or young person no longer wishes to have a SEND Personal Budget;
- (f) The SEND Personal Budget payment has not been used as agreed or has been misused in any way.

6.2. The SEND Personal Budget arrangement is likely to be terminated if a payment is spent on another person, anything illegal, alcohol or tobacco, paying off debts and household bills, primary care services (GP services, dentistry, prescriptions, vaccinations), urgent and emergency care, surgery, anything that National Institute for Health and Care Excellence (NICE) has identified as cannot be prescribed on the NHS (e.g. homeopathy and herbal treatments).

**Note:** *The Local Authority will consider taking further legal action against anyone who deliberately misuses a SEND Personal Budget.*

**7. DISPUTE RESOLUTION.**

7.1. As SEND Personal Budgets are flexible arrangements, the problems that may occur are difficult to predict, but below are examples of the way in which some potential difficulties can be handled; parents and young people can also complain via the Local Authority’s complaints procedure:

- (a) Carers or the young person may change their mind – In this case, they are advised to speak to the agency who arranged the SEND Personal Budget in the first instance. It may be possible to change the arrangement to one with more support or replace the arrangement with a more suitable alternative.
- (b) Carers or the young person have a problem with a support worker – In this case, they are advised to speak to the employer of the support worker in the first instance. The employer may be an agency.
- (c) Carers or the young person are not satisfied with how the commissioner has dealt with their SEND Personal Budget request – In this case, they should speak to the commissioner in the first instance. Parents and young people can also ask [Dudley’s Independent SEND Information, Advice and Support Service](#) (SENDIASS) for advice and support with this. SENDIASS is a free of charge service. [Healthwatch Dudley](#) is another independent, local organisation that acts as a champion for people with health and social care needs.

Please note that decisions about SEND Personal Budgets cannot be appealed to the SEND Tribunal.

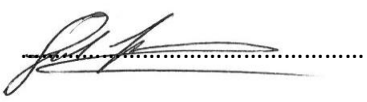
**8. REVIEW OF THIS POLICY:**

8.1. To enable the Local Authority and the ICB to learn and improve the SEND Personal Budgets arrangements this policy will be reviewed at least annually.

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**9. APPROVAL OF THIS POLICY:**

**Approved on behalf of Dudley Metropolitan Borough Council by:**

**Signature:**   
**Name of Officer:** Sal Thirlway  
**Job Title:** Service Director for Education, SEND and Family Solutions  
**Date:** 20/08/2024

**Approved on behalf of the Black Country Integrated Care Board (NHS) by:**

  
**Signature:** .....  
**Name of signatory:** **Neill Bucktin**  
**Job Title:** Dudley Managing Director  
**Date:** 21/08/24

Policy Statement Review Date: 1<sup>st</sup> September 2025

**Appendix 1 Details**

<b>1. The Local Authority's SEND Team</b>	
Types of services which currently lend themselves to SEND PB	<p>Examples</p> <ul style="list-style-type: none"> <li>• Specific equipment</li> <li>• Specific, targeted service that is not ordinarily available within Dudley's Local Offer</li> <li>• Supporting time limited provision, to enable for example re-engagement of child or young person into a school</li> <li>• Time limited support to retain child or young person with additional needs in a maintained school.</li> <li>• Where the Local Authority have decided to educate a child other than at school (EOTAS) . This may happen when there is no suitable educational setting available and whilst an appropriate school setting is being sought.</li> </ul> <p><i>N.B. this is known as EOTAS and differs from Elective Home Education (EHE) whereby a parent may choose to educate their child at home.</i></p>
How families can apply for a SEND PB	Once a bespoke educational need has been identified, a family or young person can ask to be considered for a SEND PB during the writing or review of the EHCP.
How an application is assessed and by who	Where a personal budget has been requested during the EHC needs assessment process or the statutory review process the request will be presented by the Local Authority's allocated SEN Case-officer to a multi-agency decision making panel for consideration and scrutiny.
The decision-making process and eligibility	In the first instance, the educational setting is expected to meet an individual's need with using funding available (element 1 & 2). The SEND Service will consider what provision is required to be put in place to best meet the needs of the individual where additional provision is made through an EHCP and which would not be part of the offer available to all children within the education setting. The options may include, for example, specific staff training or allocating a SEND PB using SEND Top up funding (element 3).
How the decision is communicated	<p>A SEND Case Office will discuss options with children and young people, their parents, school staff and other relevant professionals. The decision will be communicated by the SEND Case Officer and included in the EHCP.</p> <p><b>If the Local Authority refuses a request for a SEND PB</b>, it must set out their reasons in writing and inform the child's parent or the young person of their right to request a formal review of the decision. This will be completed within 5 working days of the date of the panel decision. The Local Authority will consider any subsequent representation made by the child's parent or the</p>

	<p>young person and notify them of the outcome, in writing, setting out the reasons for their decision.</p> <p>The decision is final unless there is a change in circumstance or additional information needs to be considered.</p> <p>SEND PB cannot be appealed via a Special Educational Needs and Disability Tribunal.</p>
How funding will be made available & How payment is made	<p>That will depend on the preferred option: The Local Authority can fund the educational setting, a third party or the parents or the young person directly, depending on the type of SEND PB. (See section 3)</p> <p>The amount of funding will be based on the average market price of the special provision detailed in the EHCP.</p>

<b>2. The Local Authority's CDT Team</b>	
Types of services which currently lend themselves to SEND PB	<p>Examples</p> <ul style="list-style-type: none"> <li>• Personal Assistant (PA) support for children and young people</li> <li>• Short Breaks for children and young people</li> <li>• Attendance at holiday play schemes</li> <li>• Excluded: Support for parent / carers as per Carers Needs Assessment</li> <li>•</li> </ul>
How families can apply for a SEND PB	<p>The need for bespoke care support can become obvious during the writing of the EHCP or through the social care support via the Children with Disabilities Team (CDT). Families can request an assessment at the point of EHCP writing or review. Alternatively families can request an assessment from CDT by completing a referral to the <a href="#">Multi Agency Safeguarding Hub (MASH)</a></p>
How an application is assessed and by who	<p>If this is a new request for a Child and Young Person's assessment, the referral will be triaged by our MASH to decide which part of children's services is the most appropriate to complete the assessment. This decision will be informed by the <a href="#">Dudley Threshold Document</a>.</p> <p>The outcome of the MASH decision will determine which children's team in Dudley will complete the assessment. Children who meet the eligibility criteria for the Children with Disabilities Team will be referred to the <a href="#">Children Disabilities Team</a>. The child and young person's assessment will be completed by a Social Worker.</p> <p>The MASH decision may also signpost the referrer to services available via the <a href="#">Dudley SEN Local Offer</a> or an Early Help Assessment and the referral to Social Care will be ended.</p> <p>In the event the child or young person is already known to an existing Dudley Social Care Children's Team. A Child and Young</p>

	<p>Person’s Assessment will be completed by an allocated Social Worker. The provision of support required to meet the assessed need will be discussed with the Team Manager and recommendations made to meet that need will inform the next steps.</p> <p>Where it looks likely that a young person already in receipt of services from Children’s Social Care may continue to need care support from their 18<sup>th</sup> birthday onwards, then a transition to adult life referral will be planned at the earliest opportunity, involving workers from the Adult Social Care (ASC) Team. This referral will be no later than when the young person turns 17 years and 3 months.</p>
<p>The decision-making process and eligibility</p>	<p>The outcome of the Child and Young Person’s assessment may identify a need for Short Breaks provision. This request will be submitted via the Team Manager to the Short Breaks Co-Ordinator to the Quality Assurance Multi-agency panel (QAM) to ensure that services are delivered in a planned and systematic way which meets the needs identified.</p> <p>The voice of the service user, parent carer, other agencies engaged will be reflected in any request made for a Short Break on the QAM form. The panel will scrutinise information completed on the QAM form and discuss the request being made, based on the information presented.</p> <p>Panel members may refer to other universal services or via the Local Offer that may be more suitable to meet the needs identified.</p> <p>All requests will be considered in line with best value and resources available, through universal services/provision made available through the Local Offer, targeted services and the child’s existing support networks. This includes provision of support for care and mobility via Disabled Living Allowances (DLA) or Personal Independence Payments (PIP).</p> <p><b>Urgent decisions made outside panel</b></p> <p>In the event of an urgent decision being required before a panel meeting, the SBQAM form should be submitted to the following panel meeting, for ratification and the decision noted, and why it was approved outside the panel for fairness and transparency. At least two panel members should be engaged in any decision-making process outside the panel.</p> <p><a href="#">SBQAM ToR</a></p> <p>Where the panel decides not to make direct payments it will;</p> <p>(a)inform in writing the child’s parent or the young person of—</p> <p>(i)its decision;</p> <p>(ii)the reasons for its decision; and</p> <p>(iii)the right to request a review of the decision;</p>



	<p>(b)where requested to do so, the QAM panel will review its decision and in carrying out the review consider any representations made by the child’s parent or the young person;</p> <p>(c)inform the child’s parent or the young person of the outcome of the review, giving reasons.</p> <p>In the event the parent/carer/child or young person remains dissatisfied with the decision made, a complaint can be submitted in writing to the Social Care Complaints Team within 5 working days of receipt of the decision. This can be via email to <a href="mailto:complaints.socialcare@dudley.gov.uk">complaints.socialcare@dudley.gov.uk</a> or by writing to Social Care Complaints Team, Floor 3, 3-5 St James’s Road, Dudley DY1 1HZ.</p> <p>When a Short Breaks Direct Payment award is made, the Local Authority will set out the agreed support in a Direct Payment Awards Letter with the Terms and Conditions of this award.</p> <p>Short Break Direct Payment awards will commence from the date the Short Break co-ordinator receives confirmation of DBS clearance for the Personal Assistant and receipt of a dated and signed contract from the person who will manage the account.</p> <p>If services are commissioned from an agency where the cost exceeds the Hourly agreed rate of the Short Breaks Direct Payment award, any shortfall in costs will need to be funded via the parent/carer.</p> <p>Any requests for transport do not form part of a Short Break Panel request. Requests for transport must be considered in line with the Transport Policy and referred to the Area Resource Panel for funding.</p> <p>The support package will be subject to reviews via:</p> <ul style="list-style-type: none"><li>- Child in Need Meetings</li><li>- Financial return review within 3 months and for longstanding awards where there is no change in assessed needs, annually.</li></ul> <p>Following a review the local authority may —</p> <ol style="list-style-type: none"><li>a) substitute the person receiving direct payments with a nominee,</li><li>b) increase, maintain or reduce the amount of direct payments;</li><li>c) seek a return of direct payment awards not used.</li></ol> <p>d)Suspend direct payment awards;</p> <ul style="list-style-type: none"><li>- if the direct payment account holder does not provide evidence for the financial return.</li><li>- if there is evidence of inappropriate use of direct payments</li></ul> <p>d)require the recipient to comply with either or both of the following conditions—</p> <ol style="list-style-type: none"><li>(i)the person must not secure a service from a particular person,</li><li>(ii)the person must provide such information as the local authority considers necessary;</li></ol> <p>(d)stop making direct payments.</p> <p><a href="#">Short Breaks Statement</a> can be reviewed here.</p>
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<p>How the decision is communicated</p>	<p>The options will be discussed with parents, the young person and other relevant professionals. The decision will be communicated by CDT support worker and included in the EHCP for reference.</p> <p><b>If the Local Authority refuses a request for a SEND PB</b>, it must set out their reasons and inform the child's parent or the young person of their right to request a formal review of the decision. This will be communicated within 2 working days of the panel. The Local Authority will consider any subsequent representation made by the child's parent or the young person and notify them of the outcome, in writing, setting out the reasons for their decision.</p>
<p>How funding will be made available &amp; How payment is made</p>	<p>This maybe available by;</p> <ul style="list-style-type: none"> <li>• The Local Authority may fund support providers directly</li> <li>• The Local Authority may fund the parent directly</li> <li>• The Local Authority may fund the young person directly.</li> </ul> <p>These options depend upon the type of SEND PB. (See section 3)</p> <p>If the Local Authority supports the providers directly, the amount of funding will depend on the prices quoted by potential service providers, value for money will be sought. In all other cases, the amount of funding will be based on the average market price of the services required .</p>

<p><b>3. The Local Authority's Adult Social Care (ASC) Team (for 18-25's)</b></p>	
<p>Types of services which currently lend themselves to SEND PB</p>	<p>Examples</p> <ul style="list-style-type: none"> <li>• Assistance travelling on public transport</li> <li>• Specific assistance for accommodation and independent or supported living arrangements</li> <li>• Personal Care</li> </ul>
<p>How families and young people can apply for a SEND PB</p>	<p>From the young person's 18<sup>th</sup> birthday, they are considered an adult in legal terms.</p> <p>Where Dudley has supported a young person previously, the need for the continuation of bespoke care support may be known and has been planned. That does not imply that the same type or frequency of support will automatically continue. It means that a young person will be re-assessed to determine what support is needed for adulthood, where the emphasis is on enabling independent living.</p>

	<p>Where a young person is not known to the Local Authority, a new assessment can be requested by contacting the Local Authority's Access team on 0300 555 0055.</p>
<p>How an application is assessed and by who</p>	<p>A member of the Adult Social Care (ASC) Directorate will carry out a Care Act Assessment. The assessment will look at aspects of a young person's life which enable independence, such as housing, further education &amp; training, employment. It will reflect the Young Person's resources and strength, as well as the challenges.</p> <p>The assessment may lead to a support plan. The plan will contain day-to-day outcomes a Young Person wants to achieve. The outcomes are specified in the Care Act 2014.</p>
<p>The decision-making process and eligibility</p>	<p>The assessment will determine whether a young person is eligible for social care support under the Care Act 2014. The act sets a national minimum threshold for eligibility, which is consistent across England.</p> <p>The Act states that a Young Person will have eligible needs if they meet all of the following:</p> <ul style="list-style-type: none"> <li>- they have care and support needs as a result of a physical or a mental condition</li> <li>- because of those needs, they cannot achieve two or more of the outcomes specified in the support plan and</li> <li>- as a result, there is a significant impact on their wellbeing</li> </ul> <p>If the assessment concludes that a person's needs are not eligible for state support, the assessor must set out their reasons in writing and inform the young person of their right to request a formal review of the decision. They will consider any subsequent representation made by the young person and notify them of the outcome, in writing, setting out the reasons for their decision.</p> <p>If the Young Person is not satisfied with the support plan, they should discuss this with the assessor in the first instance.</p> <p>If disagreement persists, the Young Person can raise this with the assessor's Team Manager.</p>
<p>How the decision is communicated</p>	<p>The options will be discussed with the young person, the family who may still contribute to the care and other relevant professionals. The decision will be communicated by social care worker and included in the EHCP for reference.</p>
<p>How funding will be made available &amp; How payment is made</p>	<p>That will depend on the preferred option: the Local Authority can fund support providers or the young person directly, depending on the type of SEND PB. (See section 3)</p>

	<p>Not all care needs are met by the State. In line with government guidance, the Local Authority has <a href="#">a policy for “charging in respect of Non-Residential Care and Support, including Personal Budgets”*</a>. This is still frequently referred to as a <i>Fairer Charging Policy</i>. It describes whether and how a Young Person contributes to their own care costs.</p>
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Source: <https://dudleyci.co.uk/storage/legacy/1993/direct-payments-brochure-dec-19b.pdf>

4. The ICB for health services (for 0-25)	
Types of services which currently lend themselves to SEND PB (Frequently referred to as Personal Health Budget PHB)	<p>Examples</p> <ul style="list-style-type: none"> <li>• Continuing Care is for children and young people up to 18 years, who have complex on-going healthcare needs.</li> <li>• Adult Continuing Health Care (CHC) applies from 18 years onwards.</li> <li>• Through the EHCP, additional health needs may be identified.</li> </ul>
How families can apply for a SEND PB	<p>Parents or a young person can enquire about Continuing Care. A pre-assessment checklist must be completed by a professional (e.g. a school health advisor/school nurse, children's community nurse, health visitor or social worker), who knows the child or young person best. This must be sent to the Continuing Care Nurse Assessor, along with written consent from the parent/carer at <a href="mailto:dihc.cypcontinuingcare@nhs.net">dihc.cypcontinuingcare@nhs.net</a>.</p>
How an application is assessed and by who	<p>A pre-assessment is completed. If the pre-assessment identifies levels of needs that require further assessment then the Decision Support Tool (DST) is used, as stipulated in the National Framework (2016), and completed by the Continuing Care Nurse Assessor.</p>
The decision-making process and eligibility	<p>Following the outcome of the referrers pre-assessment, the referrer will be contacted, and reasons given why the criteria has or has not been met.</p> <p>If met in full, the DST will be completed.</p> <p>The <b>health assessor</b> will make a case to a panel of experts, who decide based on the evidence and the recommendation, if the child or young person has a continuing care need. A decision is usually made 6-8 weeks from referral.</p>
How the decision is communicated	<p>The options will be discussed with parents, the young person and other relevant professionals. The decision will be communicated by the Continuing Care Nurse Assessor and included in the EHCP for reference.</p> <p>If the ICB's funding partner refuses a request for a SEND PB, it must set out their reasons in writing and inform the child's parent or the young person of their right to request a formal review of the decision. The Local Authority will consider any subsequent</p>

	<p>representation made by the child's parent or the young person and notify them of the outcome, in writing, setting out the reasons for their decision.</p> <p>If parents do not agree with the decision, there is an appeal process available. Parents are advised to contact the Children and Young People's Commissioning Manager.</p> <p><a href="https://www.dihc.nhs.uk/newsletters2/publications/186-disputes-complaints-appeals-policy">https://www.dihc.nhs.uk/newsletters2/publications/186-disputes-complaints-appeals-policy</a></p>
<p>How funding will be made available &amp; How payment is made</p>	<p>Prices are set by the provider, the ICB liaise with health care provider(s) directly. The amount of funding will depend on the assessed needs and the prices quoted. Value for money will be sought.</p>

- Source: [www.england.nhs.uk/publication/integrated-personal-budgets-and-personal-health-budgets](http://www.england.nhs.uk/publication/integrated-personal-budgets-and-personal-health-budgets)
- Source: [www.england.nhs.uk/personalisedcare/personal-health-budgets/personal-health-budgets-for-children-young-people-and-families](http://www.england.nhs.uk/personalisedcare/personal-health-budgets/personal-health-budgets-for-children-young-people-and-families)
- Source: <https://www.dihc.nhs.uk/find-a-service/continuing-healthcare-chc>