

SCHEDULE 2 – THE SERVICES

A. Service Specifications (B1)

Service Specification No.	01/MRFH/0037
Service	DESIGNATED MEDICAL/ CLINICAL OFFICER (DMO) FOR CHILDREN WITH SPECIAL EDUCATIONAL NEEDS AND /OR A DISABILITY (SEND)
Commissioner Lead	Maternity Reproduction & Family Health CCP
Provider Lead	Divisional Manager for Families, DCHFT
Period	01/01/2015 – 31/12/2017
Date of Review	Annual Review

1. Population Needs

- 1.1 The Children and Families Act (2014) aims to reform the systems of support across education, health and social care to ensure that services are organised and provided as part of an outcomes focused approach with the needs and preferences of the child and their family firmly at the centre. This approach will enable those with special educational needs and /or disabilities to achieve well in their early years, at school and in college; find employment; lead happy and fulfilled lives; and have choice and control over their support.
- 1.2 Appendix 1 contains a range of data relating to incidence of special education need and disability in Bournemouth, Poole and Dorset.
- 1.3 A child or young person has SEN if they have a learning difficulty or disability that calls for special educational provision to be made for him or her. A child of compulsory school age or a young person has a learning difficulty or disability if he or she:
- as a significantly greater difficulty in learning than the majority of others of the same age, or
 - has a disability which prevents or hinders him or her from making use of educational facilities of a kind generally provided for others
- 1.4 Under the Equality Act 2010 a disability is ‘...a physical or mental impairment which has a long term and substantial adverse effect on their ability to carry out normal day-to-day activities’.

2. Outcomes

2.1 NHS Outcomes Framework Domains & Indicators

Domain 1	Preventing people from dying prematurely	*
Domain 2	Enhancing quality of life for people with long-term conditions	*
Domain 3	Helping people to recover from episodes of ill-health or following injury	
Domain 4	Ensuring people have a positive experience of care	*

Domain 5	Treating and caring for people in safe environment and protecting them from avoidable harm	
<p>2.1.2 The NHS Mandate states that there is a need for the NHS to ensure that children and young people with SEN/D have access to service identified in their agreed care plan and that parents of children who could benefit have the option of a personal budget based on a single assessment across health, social care and education.</p>		
<p>2.1.3 Central government, local authorities, health, education services and other allied partners, individual professionals and carers all share responsibilities for ensuring the best for children and young people with special educational needs and /or disabilities. By joining up support across education, health and care from birth to 25, offering help at the earliest point, and fully involving children and young people with special educational needs and disabilities and their parents or carers in decisions about their support and what they want to achieve, better outcomes and more efficient ways of working will result.</p>		
<p>2.1.4 The outcomes for the Special Educational Needs and / or children who are disabled (SEND) programme are as follows:</p> <ul style="list-style-type: none"> • Children with SEN are identified early and support is routinely put in place quickly • Professionals have the knowledge, understating and skills to provide the right support for children and young people who have SEN/D • Parents/carers have confidence and know what they can reasonably expect their school, college, local authority and NHS to provide • Aspirations for children and young people are raised through an increased focus on achievement and wider outcomes, including employment. • Improved joint working through an integrated assessment and single Education, Health and Care (EHC) Plan for children and young people with SEN/D from birth to 25. 		
<p>2.2 Local defined outcomes</p>		
<p>2.2.1 To meet the new duties placed by The Children and Families Act (2014) on the health service, local authorities, governing bodies of educational settings (including further education) and youth offending teams, to co-operate.</p>		
<p>2.2.2 To meet the recommendation in The Code of Practice for partners to identify a Designated Medical/ Clinical Officer (<i>in the code of practice the term used is Dedicated Medical Officer</i>) to support the CCG in meeting its statutory responsibilities for children and young people with SEN and disabilities.</p>		
<p>2.2.3 The DM/ CO is of the appropriate level of clinical expertise in order to meet the requirements and recommendations in the Code of Practice.</p>		
<p>2.2.4 The three Local Authorities in Dorset, Bournemouth and Poole are supported to effectively identify and support children and young people with SEND.</p>		

2.2.5 Strategic commissioning activity around SEND is through positive relationships between local commissioners (such as CCG, local authorities, schools) and is based upon the principles of co-operation and integration,

2.2.6 Effective and robust governance and reporting arrangements are in places that meet the requirements of the CCG executive and governing body.

2.2.7 The strategic key outcomes of the Service are to:

- Ensure that the required a strategic, coordination, quality assurance and advocacy functions are fulfilled.
- Effectively contribute to and support local shared commissioning arrangements;
- Strategic commissioning decisions are fully informed from a clinical leadership perspective as well as local trends and demands;
- Cultural change is effectively supported and implemented to meet the recommendations and outcomes of the wider SEN/D reform agenda;
- Improved consistency of decision making and access to services and support across Poole, Bournemouth and Dorset.
- Improve health outcomes for all children and young people with special educational needs and / or disability.

3. Scope

3.1 Aims and objectives of service

The objectives for the service are :

- To have an identified Designated Medical/ Clinical Officer to provide clinical and strategic leadership to Dorset Clinical Commissioning Group (CCG) population; who will provide advice to local health providers on questions of planning, strategy, performance monitoring and audit in relation to health services for children, young people with an Education Health Care Plan, their parents or carers.
- To ensure provision of the early identification, assessment and diagnosis, intervention and review of the health needs of children and young people with long term conditions and disabilities that may benefit from an EHC Plan
- To ensure that children and young people with an Education Health Care Plan are able to access, with ease, health services commissioned by NHS Dorset CCG for advice, prevention, treatment and support
- To support early identification of children who may have SEN through specialist health and development assessment where concerns are raised and ensure that clear pathways are in place.

- To ensure that structures are in place to plan, manage and monitor the delivery of health care provision for children and young people in their Education Health Care Plan;
- To ensure that advice around issues such as medical confidentiality, consent and information sharing is available to colleagues in health, education and social care.
- To ensure that the specific needs of children and young people with special educational needs and /or disability are able to inform the development of policy and services within the CCG;
- Ensure that health assessments are undertaken by the relevant professionals and are incorporated into Education, Health and Care Plans and that relevant actions are implemented to the appropriate standard;
- To ensure that appropriate clinical governance and audit arrangements are in place to support this agenda;
- To make every endeavour to ensure that a child placed out of authority has systems in place to provide continuity of the Education, Health and Care Plan;
- To ensure that a data set is collected and reviewed annually in line with the statutory and service agreement requirements;
- To provide a link between NHS trusts, Dorset CCG, Children Services (CFSS) and allied partners including with Youth Offending, Safeguarding and Looked After Children's Teams in relation to the health needs of children and young people with SEN/D.
- To ensure the provision and quality of written health reports as required including reviews and those required as part of tribuneral processes
- provide regular evaluation and audit of outcomes measures against local and national targets for children and young people with an Education Health Care Plan throughout the year culminating in an annual service review report and service delivery plan;
- To ensure that the health needs identified within the EHC Plans of young offenders who have been detained continue to be effectively met.

3.2 Service description/care pathway

The Service shall provide the clinical oversight, leadership and governance to support NHS Dorset CCG to meet its statutory responsibilities as defined in the SEND Code of Practice. It shall inform the development and provision of local health services which are accessible and meet the needs of children and young people with SEND,

The role of Designated Medical/Clinical Officer for SEND shall include the following:

- Ensure that local health services (including primary and secondary care) inform the relevant local authority of children under compulsory school age who they think may have SEN or a disability,
- Provide the point of contact for local authorities and schools in Dorset seeking health advice on children who may have SEN or a disability.
- Ensure that other agencies (such as all local providers) are fully engaged with arrangements for ensuring appropriate statutory notifications are made.
- Support schools with their duties under the 'Supporting Pupils with Medical Conditions guidance'.
- The DM/CO will not routinely be involved in assessments or planning for individuals, except in the course of their usual clinical practice, but will be responsible for ensuring that assessment, planning and health support is carried out.
- Work collaboratively with all multi-agency professionals at a strategic level to ensure full and effective implementation of the CCG responsibilities within the SEND reforms;
- Ensure that health assessments are carried out in a timely manner and high quality health care plans are developed, incorporated into Education Health Care Plan, and implemented;
- To provide guidance, recommendations and oversight to support CCG commissioners in the suitability and approval of any additional resources for health provision requested through the EHC Planning process
- To work with relevant agencies and provide support and guidance to facilitate access to appropriate health care provision for young people who have been detained
- To provide effective co-ordination and support in any incidences of complaints and tribunals processes in relation to the health elements of the EHC planning process.
- To provide health input into joint training and to support the cultural changes required for health staff/
- Participate in the production of an annual report on the effectiveness of health services for children and young people with special educational needs and / or disability.
- Be accountable to the Head of Programme for the Maternity, Reproductive and Family Health CCG for NHS Dorset CCG.

3.3 Any acceptance and exclusion criteria and thresholds

- All children and young people with special educational needs and/ or a disability who are under the commissioning responsibility of NHS Dorset CCG who have identified health needs through their EHC Plan will have equal access to the Service.

- The Service is available to all children with special educational needs and / or disability in Bournemouth, Poole and Dorset local authorities. This covers, in the main, inter locality provision across Poole and Bournemouth and the wider boundaries of Dorset County.
- Further clarification will need to be made in relation to cross border arrangements and how work with both CCG and LA criteria for access to services and support
- For children and young people with and EHC Plan placed outside of the Poole, Bournemouth and Dorset localities, the DM/CO will have a responsibility alongside commissioners to ensure that their needs continue to be met through the EHC Plan review process.

3.4 Interdependence with other services/providers

The Service shall work closely with:

- Members of the NHS Dorset CCG Maternity, Reproductive and Family Health Team with the responsibility for implementing the commissioning responsibilities of the SEND Reforms.
- the wider multidisciplinary SEND teams across the CCG and the three local authority areas, consisting of Social Care, Education and Health professionals
- Commissioned health service providers (Public, private and voluntary sector)
- Non commissioned providers as part of a local supportive partnership approach
- Children, young people and their parents/carers
- The Service shall be accountable to the Head of Programme for the Maternity, Reproductive and Family Health CCP for NHS Dorset CCG.

4. Applicable Service Standards

4.1 Applicable national standards (eg NICE)

NICE Guidance relevant to the health of Children and young people with SEND

- Attention Deficit Hyperactivity Disorder (2013)
- Autism – Management of autism in Children and Young People (2013)
- Autism in Children and Young People (28 September 2011)
- Conduct Disorder in Children and Young People (2013)

4.2 Applicable standards set out in Guidance and/or issued by a competent body (e.g. Royal Colleges)

National guidance is used as an evidence base in shaping local directives to ensure effective local service delivery. These include:-

- Children and Families Act (2014)
- Special education needs and disability: 0 – 25 years (2014)
- Implementing a new 0 – 25 special needs system: LAs and partners (2014)
- 'Working Together to Safeguard Children' (2013): Statutory guidance from the Department for Education which sets out what is expected of organisations and individuals to safeguard and promote the welfare of children
- 'The Children Act 1989 Guidance and Regulations Volume 2 (Care Planning Placement and Case Review)' and 'Volume 3 (Planning Transition to Adulthood for Care Leavers)': Guidance setting out the responsibilities of local authorities towards looked after children and care leavers
- 'Equality Act 2010: Advice for school leaders': Non-statutory advice from the Department for Education, produced to help schools understand how the Equality Act affects them and how to fulfil their duties under the Act
- 'Reasonable adjustments for disabled pupils' (2012). Technical guidance from the Equality and Human Rights Commission
- 'Supporting pupils at school with medical conditions' (February 2014) statutory guidance from the Department for Education
- The Mental Capacity Act Code of Practice: Protecting the vulnerable (2005)

4.3 Applicable local standards

Local plans and policies for children include:

- Dorset CCG Annual Operating Plan 2014-15
- The Children and Young People Plans for the three authorities:
 - ❖ Bournemouth Plan for Children, Young People and their Families
 - ❖ Children's Services Strategic Plan (2013-14) Poole Borough Council
 - ❖ Dorset Children and Young People's Plan (2014 – 16)

Should there be a change in personnel the CCG shall be involved in any resulting recruitment to the role of the Designated Medical Officer and reserves the right to cancel the contract under these circumstances.

5. Applicable quality requirements and CQUIN goals	
5.1	Applicable quality requirements (See Schedule 4 Parts A-D) N/A
5.2	Applicable CQUIN goals (See Schedule 4 Part E) N/A
6. Location of Provider Premises	
<p>The Provider's Premises are located at:</p> <p>Dorset County Hospital NHS FT Williams Avenue Dorchester Dorset DT1 2JY</p>	
7. Individual Service User Placement	

Appendix 1 – Incidence of Special Educational Need and Disability Data

Source	Data description	Poole	Bournemouth	Dorset	TOTAL BDP	Christchurch	East Dorset	North Dorset	Purbeck	West Dorset	Weymouth & Portland
ONS Mid Year Estimates 2012	Children and young people aged 0-24	40,700	55,379	105,659	201,738	11,538	20,960	19,421	11,566	24,484	17,686
GP Registration data Feb 2014	Children and young people aged 0-24	42,064	56,839	105,522	204,425	11,842	20,783	18,917	11,110	25,140	17,730
2011 Census	Children and young people aged 0-24 with long term health problem or disability where day to day activities are limited a lot or a little	1,669	2,210	4,590	8,469	488	893	765	470	989	985
	% Children and young people aged 0-24 with long term health problem or disability where day to day activities are limited a lot or a little	4.1%	4.0%	4.3%	4.2%	4.2%	4.3%	4.0%	4.1%	4.0%	5.5%
	Children and young people aged 0-24 with long term health problem or disability where day to day activities are limited a lot	629	753	1717	3099	207	336	247	193	369	365
	Children and young people aged 0-24 with long term health problem or disability where day to day activities are limited a little	1040	1457	2873	5370	281	557	518	277	620	620
Family Resource Survey 2011/12	Estimated children and young people aged 0-24 with a long-standing illness, disability or impairment which causes substantial difficulty with day-to-day activities based on FRS 2011/12 prevalence rate (6.7%) and ONS 2012 Mid Year Estimates	2,727	3,710	7,079	13,516	773	1,404	1,301	775	1,640	1,185
	Estimated children and young people aged 0-24 with a long-standing illness, disability or impairment which causes substantial difficulty with day-to-day activities based on FRS 2011/12 prevalence rate (6.7%) and Feb 2014 GP Registration data	2,818	3,808	7,070	13,696	793	1,392	1,267	744	1,684	1,188
DWP August 2013	Children and young people aged 0-24 claiming Disability Living Allowance	1,210	1,430	3,590	6,230	370	590	620	360	850	800
	% Children and young people aged 0-24 claiming Disability Living Allowance	2.9%	2.5%	3.4%	3.0%	3.1%	2.8%	3.3%	3.2%	3.4%	4.5%
SEN2 Return Jan 2014	Children aged 0-19 with SEN Statement (Children living in the Borough)	486	679	1,426	2,591						
	% Children aged 0-19 with SEN Statement (Children living in the Borough)	1.5%	1.7%	1.7%	1.6%						
School Census Jan 2014	Children aged 0-19 with SEN Statement (Children attending school in the Borough)	414	606	1,301	2,321						
	Children aged 0-19 with School Action + (Children attending school in the Borough)	1,206	1,336	4,317	6,859						
	Children aged 0-19 with School Action (Children attending school in the Borough)	1,951	1,989	5,672	9,612						
	Total children aged 0-19 with SEN (Children attending school in the Borough)	3,571	3,931	11,290	18,792						
	% of pupils attending schools	19%	18%	21%	20%						
Fraser et al, Paediatrics 2011-2846	Children aged 0-19 with life-limiting conditions based on prevalence of 32.2 per 10,000 and Feb 2014 GP Registration data	107	132	265	504	30	51	49	28	63	45

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