**Special Packages of Care Panel**

 **Terms of Reference**

**Purpose**

The purpose of the special packages of care panel is to consider requests that are made for packages of care to address the mental health and emotional wellbeing needs of children and young people, that are outside of commissioned services and cannot be met within the existing resource of:

* [Young Minds Matter](https://www.lpft.nhs.uk/young-people/north-east-lincolnshire/professionals/how-refer)
* [Kooth Online Counselling](https://www.kooth.com/)
* [Mental Health Support Teams](https://www.compass-uk.org/services/north-east-lincolnshire-mhsts-new/)

**Aims and objectives**

* The primary aim of the panel is to ensure the child or young person’s mental health needs are met and requests for resources are responsive to assessed need.
* The panel aims to make the most effective and efficient uses of available resources, considering the needs of the child or young person.
* The panel will aim to ensure provision is used in a timely and planned manner to maximise value for money.

**Responsibilities**

* To consider the information presented and make appropriate enquiries as to the assessed need of the child or young person and provision that has already been offered.
* To consider the proposed package if this information is available and how it proposes to meet the child or young person’s need.
* Consider associated costings and finance if available.
* Suggest next steps based on the information provided and request further information that may be beneficial to decision making.
* To keep a record of requests, decision making and approved packages to inform further commissioning of mental health services.

**Membership**

* Senior Commissioning Lead for Families, Mental Health and Learning Disabilities (or deputy)
* Designated Nurse Children Looked After (CCG)
* Representative from Young Minds Matter LAC or LD Team
* Designated Nurse Children Looked After (DPOW/NLAG)
* NEL Business Partnering Finance Officer (optional)
* NELC Business Support Specialist
* Other identified professionals where appropriate e.g. SEN designated officer

The lead professional who completes the request below will be invited to attend the virtual teams meeting to explain in more detail the request for additional mental health and emotional wellbeing support.

**Quoracy**

For the panel to be quorate there will be as a minimum the Commissioning Lead, the Designated Nurse CLA/Deputy Designated Nurse Safeguarding Children or the Senior Named Nurse CLA and a Senior Clinician from Young Minds Matter.

**Meeting Arrangements**

Panel meetings will be arranged via Microsoft Teams in response to requests for special packages being received by means of a completed request for funding form.

Support will be provided by the panel administrator who will keep a record of the panel’s decision making.