

CAMHS Referral Guidelines - Important information to include when referring to the RDaSH CAMHS Service.

It is preferable that referrals to the CAMHS service are made using the designated referral form. Alternatively, referrals can also be made by letter or fax.

Whichever method is used it is essential that the following information is included as a minimum. The referral should also include a Common Assessment Framework form (if available).

Basic information

- Child's name, date of birth, address and telephone number (telephone number will support effective triaging, gaining consent to signpost onwards to other agencies and is **essential** for urgent cases). A lack of telephone contact will delay in decision making and care provided.
- Surnames of parents/ carers if different to the child
- Who has parental responsibility? - is the child 'looked after', what is the child's legal status?
- GP details
- School details
- Consent from the child and/or parent (including consent to contact other agencies)

Reason for referral

- What are the specific difficulties that you want our service to address?
- Length of time that the problems have been present
- Is the problem specific or more generalised?
- Your understanding of the problems/ issues involved
- Risks identified

Further helpful information

- Who else is living at home? Details of separated parents if relevant
- Other professionals involved
- Previous contact with mental health services or social services. What was the outcome? Was it seen as helpful/ unhelpful?
- Any other things that have been tried
- Details of protective factors (coping strategies, support network etc)
- Any relevant background information, such as family history, significant life events and/ or developmental factors.

