



Initiating an Early Help Assessment (EHA)

If you have urgent concerns for a child

If you have urgent concerns for a child, or suspect that a child has been abused in anyway and needs an urgent response, please call Cumberland Children Advice & Support Service (CCASS) on 0333 240 1727

Early Help Assessment Processes

(where agency is an External Partner to Cumberland Council)

For support that cannot be provided by universal service or single agency.

(Pathways for E.g. Education, Health, and Voluntary Organisations).

The following processes are outlined below:

- External partner agency unsure of the best person/agency to coordinate Early Help Assessment and are unsure of thresholds of family needs.
- External Partner agency feels they are the best person/agency to coordinate and are confident of thresholds of family needs.
- Change of Early Help Assessment Lead Practitioner.
- Early Help Assessment not progressing.
- Request for Consideration of an EHA - GP and A&E Practitioners

External agency unsure of the best person/agency to coordinate Early Help Assessment and are unsure of thresholds of family needs:

- Consent is key and is recorded; informed consent must be sought from the outset.
- Lead Practitioner will explain consent to family and complete the Access to Services Form with the family.
- Consult with Early Help Area Officer, (Partnership and Assurance) to discuss thresholds of family need.
- If needs can be met at Early Help level, complete the Early Help Assessment with family (EHA) and follow steps in the next flow chart.

If support needs cannot be met at Early Help level:

- Complete the Single Contact form to request support at the appropriate level of need.

- Once the completed form is received by Cumberland Children Advice & Support Service, (CCASS), you should expect a response to your request within a maximum of five working days.
- Outcome will depend on level of needs identified from Social Care or Early Help Officer assessment following single contact form.

Outcomes from single contact can be any of the following:

- Immediate threshold determined and transferred to Social Care for assessment.
- MASH episode to determine threshold.
- Outcome is to transfer to Social Care for assessment.
- Outcome is Progress to Early Help Support at level 3, (Cumberland Council Locality Team).
- Outcome is Progress to Early Help at level 2. (Cumberland Council Locality Team)
- Outcome is Progress to Early Help at level 2. (External agency support – referring agency or other may be best placed to support).

The following can be an outcome from MASH where Early Help not appropriate.

- Provision of information and advice.
- No further action, no consent.
- No further action, work carried out in the Cumberland Children Advice & Support Service (CCASS).

External agency feels they are the best person/agency to coordinate and are confident of thresholds of family needs:

- Consent is key and is recorded; informed consent must be sought from the outset.
- Lead Practitioner will explain consent to the family and complete the Access to Services Form with the family.
- Complete the Early Help Assessment with family (EHA)
- Consult with Early Help Area Officer if support is needed to complete the EHA.
- Complete Early Help Registration. (You can attach a copy of the completed EHA at this stage if the support needs and family action plan have already been completed).
- Hold first TAF and agree Family Action Plan
- Provide copy of agreed Family Action Plan to family and members of the TAF.
- Continue with TAF meetings until family needs are met.
- Complete closure review paperwork including Family Outcomes. (Attach a copy of completed EHA and closure review).

Early Help Assessment is not progressing:

- Consult with Early Help Area Officer.
- If Early Help Area Officer cannot resolve support needs, they may recommend you Complete the Single Contact Form to request support at the appropriate level of need.

Change of Early Help Assessment Lead Practitioner:

- Current Lead Practitioner is not the most appropriate.
- Consult with Early Help Area Officer who will advise of most appropriate new Lead Practitioner.
- If Early Help Area Officer cannot resolve support needs, they may recommend you Complete the Single Contact Form to request support at the appropriate level. Or, where the Lead Practitioner is a Level 2 or Level 3 Early Help Worker in one of the Cumberland Council Locality Teams, the Early Help Area Officer may advise you to speak to the workers line manager first, to discuss a change of worker within their team, (where appropriate).

Request for Consideration of an EHA - GP and A&E Practitioners:

Previously, the online form on the Early Help page on the CSCP web site would have been completed. This form has been decommissioned.

Complete the Single Contact Form to request support at the appropriate level of need.