



Standard Operating Procedure (SOP) For Children Travelling Abroad with Complex Needs

Date of this Document	22.10.14
Date Reviewed	22.10.14
Document review date	22.10.16

Introduction

The purpose of this guidance is to provide all agencies with a clearly defined procedure, addressing the management of situations where parents wish to take children with complex medical needs abroad, and where travel abroad may place the child at significant risk (see flowchart).

2 Scope

This standard operating procedure is intended to provide all agencies with clear instructions about how to manage situations, when travelling abroad may put a child at significant risk, and where safeguarding concerns may or may not pre-exist.

3 Definitions

When this SOP speaks of children with complex health and social care needs (CHCN), there is no agreed definition of complex health needs among policymakers or professionals. This term, however, includes children who are disabled, children with special educational needs and children with 'life-limiting' or 'life-threatening' conditions.

4 Responsibilities

All agencies must work in accordance with the Leeds Safeguarding Multi-Agency Policies and Procedures, and local guidelines, in relation to any safeguarding concerns they have.

LSCB (Policies and Procedures Subgroup) takes responsibility for this SOP and approves its use.

When information about the intention of the family to travel abroad, including the child/ren with complex needs, is brought to the attention of any particular competent agency it is the responsibility of that agency to identify and inform the lead clinician for the child. The lead clinician must then assess the risk involved.

5 Risk Assessments

All agencies involved in a child's care must consider the implications of any forthcoming travel and discuss this with the family and other key professionals. A risk assessment for the proposed journey must be made and clearly documented in the child's records, stating the views and wishes of the family.

If the outcome of the risk assessment clearly identifies that there is a significant risk of harm to the child/ren as a result of the proposed journey abroad, and the family will not cancel the plans for travel with the child/ren, then an immediate Request for Service must be made to Children Social Work Services indicating that the journey places the child/ren at the risk of significant harm.

Standard Operating Procedure (SOP) For Children Travelling Abroad with Complex Needs

Family with child/ren who have complex health needs wish to travel abroad with the child/ren

All clinicians involved in the management of the complex needs of the child/ren must consider the implications of the forthcoming travel and discuss the same with the family and other key professionals, by phone or a meeting.

A risk assessment of the proposed journey is made with the decision making involved clearly documented, which demonstrates consideration to the;

- Country that is to be visited and availability of appropriate health care services should they be required
- Length of time out of the country
- Preparation by the family in relation to the journey – this should include their understanding of how to access health care abroad; the need for health insurance; equipment/medication needed for the duration of the journey
- Mode of transport and how the child is going to be managed during the journey.
- Prior arrangement with the local health care in their destination.
- Families understanding of risk and views

The outcome of the risk assessment does ***not*** identify any risk to the safety and welfare of the child/ren.

No further action required

The outcome of the risk assessment clearly identifies that there is ***a significant risk of harm*** posed to the child/ren with the proposed journey abroad and the family will not cancel the plans for travel with the child/ren

The clinician carrying out the risk assessment ***MUST:***

Immediately complete a request for service into Children Social Work Services indicating that the journey places the child/ren at risk of significant harm