



## Fife Child Protection Committee

### Update/Briefing Paper

<b>SUBJECT/TITLE</b>	<b><u>Initial Referral Discussion Protocol</u></b>
<b>BACKGROUND</b>	<p>In 2006, following the work of an inter-agency working group Fife Child Protection Committee finally approved the implementation of an Initial Referral Discussion (IRD) procedure.</p> <p>Across social work, health, the police and to a lesser degree education, the IRD procedure was rolled out and implemented into practice.</p> <p>Throughout 2007, anecdotal information was received which suggested that the IRD process, as previously approved by the Child Protection Committee, had not being fully implemented across Fife and it was suggested that the approach and use of the IRD process was becoming somewhat fragmented.</p> <p>In October 2007, Anne Buchanan, Chair of Fife Child Protection Committee convened a group of practitioners from the key services/agencies to look at the IRD process with a view to identifying areas for development and improvement. The group consisted of:-</p> <ul style="list-style-type: none"><li>• <b>Anne Buchanan, Nurse Director, NHS Fife (Chair);</b></li><li>• <b>Anne Deas, Development Officer, Fife Council Education Service;</b></li><li>• <b>Theresa Stephenson, Service Manager, Fife Council Social Work Service;</b></li><li>• <b>Dr Maysoon Aldoori, Lead Clinician, NHS Fife;</b></li><li>• <b>David Russell, Detective Inspector, Fife Constabulary FPU;</b></li><li>and</li><li>• <b>Ross Drummond, Lead Officer, Fife CPC.</b></li></ul> <p>The group individually and collectively identified a number of aspects/areas for improvement and it was agreed that Dr Aldoori and Ross Drummond would progress these and produce a final revised IRD Protocol.</p>

<p><b>CURRENT POSITION</b></p>	<p>An Initial Referral Discussion Protocol has now been agreed, finalised and approved.</p> <p>It applies specifically to health, education, social work and the police and its provisions are self explanatory. It builds on the previous arrangements and formalises existing procedures.</p> <p>Other services/agencies across Fife are not excluded from making use of these revised IRD procedures if they so wish and it would be considered good practice of they did so.</p> <p>Included in the IRD Protocol at Annex A are revised/amended IRD Forms which should be taken into practice immediately. It is understood that these Forms will be held electronically by the individual services/agencies and will be submitted electronically between services/agencies in support of any concern/referral made known.</p> <p>It is has been agreed that those who took part in the recent work, i.e.:-</p> <ul style="list-style-type: none"> <li>• <b>Anne Deas – Education Service;</b></li> <li>• <b>Theresa Stephenson, Social Work Service;</b></li> <li>• <b>David Russell, Fife Constabulary;</b></li> <li>• <b>Dr Maysoon Aldoori, NHS Fife;</b></li> </ul> <p>will now be responsible for implementing these revised IRD procedures and any difficulties encountered should be made known to Ross Drummond, CPC Lead Officer.</p> <p>Fife’s Inter-Agency Child Protection Guidelines will be amended shortly to reflect these changes and Fife CPC will continue to monitor and review these arrangements in due course.</p> <p><b>It is critical that these revised IRD procedures are embedded into practice with immediate effect.</b></p>
<p><b>RECOMMENDATION/ ACTION</b></p>	<p><b>It is recommended that this Briefing/Update Paper and the attached Initial Referral Discussion Protocol be circulated to all members of the Fife Child Protection Committee, Quality Assurance Sub Committee and Training Sub Committee for their information and attention.</b></p> <p><b>It is also recommended that they ensure these provisions are widely circulated and embedded into practice.</b></p> <p><b>It if further recommended that this Briefing/Update Paper and the attached Initial Referral Discussion Protocol be</b></p>

<p><b>RECOMMENDATION/ ACTION</b></p>	<p>specifically forwarded to-</p> <ul style="list-style-type: none"> <li>• Anne Deas – Education Service;</li> <li>• Theresa Stephenson, Social Work Service;</li> <li>• David Russell, Fife Constabulary;</li> <li>• Dr Maysoon Aldoori, NHS Fife;</li> </ul> <p>with the request that they ensure these provisions are implemented immediately.</p>
<p><b>DATE</b></p>	<p>Ross Drummond Lead Officer – Fife CPC 1<sup>st</sup> May 2008</p>

**Attached Document:-**

**Initial Referral Discussion (IRD) Protocol**

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*“child protection is everyone’s job.....it’s our job”  
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