

CHC commissioning pathway

Step 1

- Individual confirmed as appropriate for health funding (CHC / FT / D2A etc)
- or
- Current care provision requires amendments
- Care should not commence without the authorisation form being signed by the appropriate member of staff (according to SFI's) unless in exceptional circumstances where verbal agreement maybe sought

Step 2

- Request form completed by clinician with a brief description of needs and recommended care provision
- If limited provision available clinician to recommend appropriate provider
- Send to nclccg.CICCHCCommissioning@nhs.net

Step 3

- Brokerage team source PoC - including liaising with family, providers etc
- Request form completed with funding request
- Send to nclccg.CICCHCauthorisationrequests@nhs.net - duty desk arrangement
- Form submitted before 4pm will be authorised the same working day (subject to exceptional circumstances). Forms submitted after 4pm will be authorised the following working day

Step 4

- If further information required return to clinician or brokerage
- Care provision authorised by appropriate staff level according to SFI
- Signed form sent to BAU clinical team, nclccg.CICCHCCommissioning@nhs.net and nclccg.CICCHCApprovedpackagesofcare@nhs.net - duty desk arrangement

Step 5

- Brokerage team inform provider of agreement to start care provision
- Contracts team load care package onto care track and send to form to nclccg.CICcontracts@nhs.net for individualised contracts to be sent
- BAU team continue with Case Management of patient

Ad hoc

- BAU team notify contract team - nclccg.CICcontracts@nhs.net of any patient eligible for FNC for individualised contracts to be sent or for RIP / where care has stopped due to the removal of funding for contracts to be ceased
- Providers given Commissioning and Contract inboxes to direct any queries in regards care provision or contracts instead of to BAU