



Dear Requestor

RE: Freedom of Information Request

With reference to your request for information I can confirm in accordance with Section 1 (1) of the Freedom of Information Act 2000 that we partially hold the information that you have requested. A response to each part of your request is below.

Please note, as of 1 April 2020 the following Clinical Commissioning Groups (CCGs), NHS Mansfield & Ashfield CCG, NHS Newark & Sherwood CCG, NHS Nottingham City CCG, NHS Nottingham North & East CCG, NHS Nottingham West CCG and NHS Rushcliffe CCG, merged to become NHS Nottingham and Nottinghamshire CCG. More information around the new NHS Nottingham and Nottinghamshire CCG can be found on our website - <https://nottsccg.nhs.uk/about-us/our-ccg/>

In the request you asked:

Please may you provide me with the following information based on reporting year (calendar or financial) since the pilot project was expanded to cover the whole of the county:

1. Number of cases referred to the Healthy Families Teams each reporting year.

NHS Nottingham and Nottinghamshire CCG do not commission Healthy Families Teams and therefore do not hold this information. Nottinghamshire County Council commission this service provision.

2. Average waiting time for initial assessment each reporting year.

Families can access support via phone and drop ins whilst waiting for an intervention. Waiting times for initial assessment are not recorded. As of March 2021 the average waited times for families for the following interventions are as follows.

	Average Waited Time
Specialist Practitioner	76 Weeks
Workshops	65 Weeks
Cygnets Parenting Programme	71 Weeks

The CCG is working with the provider to ensure the waiting times reduce, in line with waiting time standards defined within the service specification.

3. Number of cases passed onto the Small Steps Service each reporting year

NHS Nottingham and Nottinghamshire CCG do not have cases passed but from June 2020 - March 2021, 1,772 referrals were received by the Small Steps service.

4. Number of referrals to specialist for ASC/ADHD assessment each reporting year

This information is not currently reported to commissioners from services and therefore the CCG does not hold this information.

5. Average waiting time for child to receive full assessment for ASC/ADHD each reporting year

Community paediatricians or Child and Adolescent Mental Health Services (CAMHS) tend to lead the diagnostic assessment process. This information is not currently reported to commissioners and therefore the CCG does not hold this information.

6. Key performance indicators and targets used to measure services performance and who these KPIs are reported to.

Small Steps and all other commissioned emotional, wellbeing support services (including those that support children and young people with ASD/ASC/ADHD) submit data to the Mental Health Services Dataset (MHSDS). Services are commissioned to report on a number of metrics. The CCG commissioners and contracting team receive KPI's on the following standards.

Service specific:

To work with 3000 Families per year
Process all referrals within a 2-week period
Offer all interventions within a 12-week period (from receiving referral)
Cygnets groups – minimum of 2 per term to be delivered across the county
New Forest Parenting Programme – minimum of 2 per term to be delivered across the county
Workshops – minimum of 6 to run across the county on a rolling programme
Sleep – 2 programmes to be delivered per year
Transition - to be delivered termly across the county for transition from nursery to primary, primary to secondary and into adulthood.
Drop-in groups – Minimum of 6 per month across the county. Except during Summer School holidays. Other activities provided during holiday time
Recruit and train a minimum of 10 volunteers to provide 1-1 befriender support and to co-facilitate group sessions

Quality:

1. Activity and Finance Report (note that, if appropriately designed, this report may also serve as the reconciliation account to be sent by the Provider under SC36.22)
2. Service Quality Performance Report, detailing performance against Operational Standards, National Quality Requirements, Local Quality Requirements, Never Events and the duty of candour
3. CQUIN Performance Report and details of progress towards satisfying any Quality Incentive Scheme Indicators, including details of all Quality Incentive Scheme Indicators satisfied or not satisfied



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4.	Complaints monitoring report, setting out numbers of complaints received and including analysis of key themes in content of complaints
5.	Summary report of all incidents requiring reporting
6.	Duty of candour

If you are unhappy with the way in which your request has been handled, NHS Nottingham and Nottinghamshire Clinical Commissioning Group have an internal review procedure through which you can raise any concerns you might have. Further details of this procedure can be obtained by contacting Lucy Branson, Associate Director of Governance via lucy.branson@nhs.net or by writing to NHS Nottingham and Nottinghamshire CCG, 1 Standard Court, Park Row, Nottingham, NG1 6GN.

If you remain dissatisfied with the outcome of the internal review, you can apply to the Information Commissioner's Office, who will consider whether the organisation has complied with its obligations under the Act, and can require the organisation to remedy any problems. Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by NHS Nottingham and Nottinghamshire Clinical Commissioning Group formerly known as NHS Mansfield and Ashfield Clinical Commissioning Group, NHS Newark and Sherwood Clinical Commissioning Group, NHS Rushcliffe Clinical Commissioning Group, NHS Nottingham West Clinical Commissioning Group, NHS Nottingham City Clinical Commissioning Group and Nottingham North and East Clinical Commissioning Group. You can find out more about how to do this, and about the Act in general, on the Information Commissioner's Office website at: <https://ico.org.uk/for-the-public/>

Complaints to the Information Commissioner's Office should be sent to: FOI/EIR Complaints Resolution, Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF
Telephone 0303 123 1113 or report a concern: <https://ico.org.uk/concerns/>

Yours sincerely

Freedom of Information Officer on behalf of *NHS Nottingham and Nottinghamshire Clinical Commissioning Group formerly known as NHS Rushcliffe Clinical Commissioning Group, NHS Nottingham West Clinical Commissioning Group, NHS Nottingham City Clinical Commissioning Group, NHS Nottingham North and East Clinical Commissioning Group, NHS Mansfield and Ashfield Clinical Commissioning Group and NHS Newark and Sherwood Clinical Commissioning Group.*

notts.foi@nhs.net

All information we have provided is subject to the provisions of the Re-use of Public Sector Information Regulations 2015. Accordingly, if the information has been made available for re-use under the [Open Government Licence](#) (OGL) a request to re-use is not required, but the license conditions must be met. You must not re-use any previously unreleased information without having the consent of NHS Nottingham and Nottinghamshire Clinical Commissioning Group. Should you wish to re-use previously unreleased information then you must make your request in writing (email will suffice) to the FOI Lead via notts.foi@nhs.net. All requests for re-use will be responded to within 20 working days of receipt.

