Child Death Overview Panel, Rapid Response and Keyworking Process across X Area

**iNDIVIDUAL BOROUGH Mapping document**

**Overview**

As part of the X Area Child Death Overview Panel (CDOP), Rapid Response and Keyworking project we aim to map out our current X Area child death process provision. This document will enable the project team to understand the current X Area landscape, and to furthermore, support us and key stakeholders to identify the most suitable models CDOP, Rapid Response and Keyworking models for X Area.

Please contact X if you have any queries about this form.

**CDOP Mapping Exercise Questionnaire**

## Child Death Overview Panel

# Staffing

Please place a √ in the box for all CDOP staff who are employed to support the CDOP process. Please also insert their indicative salary scale and employer.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Title  | Employed to support the CDOP process? Please enter a √ where applicable and note whether this is a dedicated role or part of wider role.  | Employer for this role | WTE input towards CDOP process (e.g. 0.5 PA) | Grade |
| CDOP Chair  |  |  |  |  |
| Coordinator/SPOC |  |  |  |  |
| Designated Doctor (please specify if a named professional/other  |  |  |  |  |
| Specialist/ Designated Nurse (please specify)  |  |  |  |  |
| Admin Staff  |  |  |  |  |
| Other  |  |  |  |  |
| Other  |  |  |  |  |

Please specify if any of the above functions are shared across more than 1 borough:

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**Please note all other frequent attendees who are regular attendees**

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# CDOP Process Specific Questions

|  |  |  |
| --- | --- | --- |
| No.  | Question  | Answer |
|  | How frequent are your CDOP meetings?  |  |
|  | Are these meetings themed? If so please can categorise and explain the process.  |  |
|  | Please can you attach a standing agenda and a TOR (if you have one).  |  |
|  | What are your average no. of child deaths discussed at each meeting?  |  |
|  | What proportion of cases are brought back once/twice/more than twice?  |  |
|  | Who supports the CDOP chair to organise the meeting?  |  |
|  | Is there a specific budget for CDOP? Who is responsible for it? Does this budget sit with the Local Authority, CCG or other? |  |
|  | Does your CDOP deliver any direct training? |  |
|  | Does your area use ECDOP? What are your future commissioning arrangements for ECDOP? Who holds this budget? Does this budget sit with the Local Authority, CCG or other? |  |
|  | Who are your main local coroners?  |  |
|  | What is your relationship like with the coroner (i.e. timely reports etc).  |  |

## Rapid Response Process

# Staffing

Please outline role of each staff member in the Rapid response process.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Role Type  | Yes/No  | Please specify Title and WTE  | Employer | Grade  | Role in process  |
| Designated Doctor or other Doctor professional  |  |  |  |  |  |
| Designated Nurse or other Nurse professional  |  |  |  |  |  |
| Other lead professional  |  |  |  |  |  |
| Other lead professional  |  |  |  |  |  |
| Admin Support |  |  |  |  |  |

# Questions About the Rapid Response Process

|  |  |  |
| --- | --- | --- |
| No.  |  |  |
|  | Please describe your individual Rapid Response process (specifying who does what). E.g. From notification of the visit, to RRM, SCR where required, to local CDOP meeting and all other processes in between/complementing.  |  |
|  | Do you undertake home visits? If so, please specify how often and if this is 1 or 2 home visits |  |
|  | Who coordinates the Rapid Response meeting (RRM)?  |  |
|  | Are RRMs usually undertaken within 5 days of the death? E.g. 50% undertaken within 5 days.  |  |
|  | How aware are interfacing stakeholders aware of the process (e.g. police, social care, other)  |  |
|  | What admin system do you have in place to complement the rapid response process? E.g. organization, sending invites, minute taking, following up from meetings |  |
|  | Who leads on the LeDeR process? How does this link to the local CDOP?  |  |

## Keyworking Function

# Questions about the child death keyworking function.

|  |  |  |
| --- | --- | --- |
|  No.  | Question  | Answer  |
|  | How do you currently provide a keyworking function to families? Who tends to support families through the bereavement process? Please note any organisations you may refer families onto.  |  |
|  | If you provide a keyworker function please outline what this may entail.  |  |
|  | Is there a readily available budget for a keywork function (including currently utilised budgets)?  |  |
|  | How keen are you to include a keyworker function to the child death response process?  |  |

Please return this form to: X by X