

Berkshire West Dynamic Support Register

The Berkshire West Dynamic Support Register is for individuals aged 0-25 who have a learning disability, or autism, or both, and who have mental health needs that place them at risk of admission to a mental health hospital/unit.

This information explains what the **Dynamic Support Register is, the consent form and why it is important**. The consent form is to ensure people decide whether they want to participate with the Keyworking Team Berkshire West or not.



What is the Dynamic Support Register?

The register holds information about the person and the reasons why they are at risk of being admitted to a mental health hospital/unit. The information helps services to work more closely together to manage a person's support effectively, help them stay in the community and prevent unnecessary admission to a mental health hospital/unit. The register is intended to hold information about a small number of people to help coordinate support across agencies when they are experiencing a period of increased challenging needs. It is not expected that people will remain on the register for long periods of time.

Before a person is placed on the register, practitioners from different organisations need to have worked together to put in place support to help the person to remain in the community. If that extra support is not successful, then the person may be at risk of hospital admission, and the Keyworking Team Berkshire West can be referred to and will help practitioners consider whether there are other options that could reduce this risk.

At this stage the Keyworking Team Berkshire West will complete a risk form which identifies whether a person is assessed as being at high, medium or low risk of admission (this is RAG rated RED, AMBER, GREEN). If this indicates a high risk they will ask if the person would like to be on the register and participate with the Keyworking Team Berkshire West so that the risk can be monitored regularly, and any community support provision reviewed.

What is consent and why do we ask for it?

It is important that people can have a say in their care, and this includes agreeing to participate with the Keyworking Team Berkshire West and being added to the Dynamic Support Register.

A person's information can only be added to the register if they have understood the information about the register and then signed a consent form to participate in the service. The consent form explains what support will be provided. Consent to participate can be withdrawn at any time. Refusing consent does not affect your treatment but it may be harder to coordinate across agencies and to hold an overview of what is happening. If consent is withdrawn all related records held on the register will be completely deleted and The Keyworking Team Berkshire West will close the individual's case.

In line with the Mental Capacity Act, if the person is an adult (aged 16 or over) and does not have the capacity to consent, a best interest decision to add them to the register and participate with the Keyworking Team Berkshire West can be taken by the people involved in their care. If the person is under the age of 16, a parent or guardian must give their consent on the child's behalf.

What information is needed?

The register holds information about the person and the reasons why they are at risk of being admitted to hospital. The information helps services to work more closely together to manage a person's support effectively, help keep them in the community and prevent unnecessary hospital admission.

The information held on Berkshire West's register is:

- Name
- Gender
- Date of Birth
- Address and/or Local Authority of home and/or residence
- Responsible commissioning organisations
- Local Authority case manager
- Mental Health case manager
- Diagnosis Y/N of Autism, Learning Disability, ADHD
- Current presenting issues causing risk of admission
- Risk rating (risk of admission)
- Significant mental or physical health needs
- Recent hospital admission dates (if relevant)
- Dates of recent multidisciplinary team meetings, risk assessments, care plan reviews



This information will be deleted when the person has been assessed as being at low risk of admission to hospital for one year (or before if appropriate), unless they and the key professionals involved all agree that it is in their interests to remain on the register due to anticipated changes in risk level.

Can the person change their mind?

If the person has given their consent,

- they can change their mind at any time and request to be removed from participating with the Keyworking Team Berkshire West
- they will receive a copy of the consent form
- they can find out what information is being held about them
- they will be asked, each time they are at risk, whether they still give consent to participate with the Keyworking Team Berkshire West.

What happens to the information?

The person's information will be kept in a safe place by Berkshire Healthcare, and it will be shared only with people who provide the person's care now or in the future.

Anonymous information from the register is safely shared with other parts of the NHS. This information does not include people's names or any other personal information which could identify anyone. This information helps health, education and social care teams understand what difference the register is making to people's lives and provide the right kind of services.

What happens when your information is added to the register?

A referral to the Keyworking Team Berkshire West adds someone to the Dynamic Support Register will trigger a discussion between the Keyworking Team Berkshire West and key people involved, often with a multiagency meeting or a community Care Education and Treatment Review, known as a C(E)TR. Ideally this is a face-to-face meeting, sometimes completed virtually when appropriate and chaired by the NHS Intergrated Care Board (ICB), where all services who work with that person are represented, as well as the person themselves and their family/carers.

The C(E)TR looks at the reasons why the person is at risk of admission to a mental health hospital/unit and what extra support it thinks will help the person stay in the community.

Next steps – giving consent

If the person at risk has understood everything in this leaflet, they can fill in the consent form. A care co-ordinator or someone involved in their care can help them fill it in. For a child under 16 a parent/carer should complete the form.

