Child Protection Referral Flowchart

Member of staff suspects a child is being, or has been neglected / abused, or is at risk of being neglected / abused

- Inform and discuss with line manager/senior/consultant (Medical staff must discuss with consultant in charge)
- Discuss with on-call Paediatrician for Child Protection or Child Protection Advisor
- If there are concerns about the immediate safety of a child / member of staff call Police

No Child Protection Concerns

Child Care Concerns

Child Protection Concerns

Inform Named Person for appropriate follow-up

Discuss with Named Person or Child Protection Advisor – agree actions as appropriate

IMMEDIATE referral to one of the following 3 core agencies – to initiate an Interagency Referral Discussion (IRD)

1. Record ALL observations, interventions, decisions, actions AND communications – sign / time / date record
2. G.P.s seeing a child should:
   a) Assess immediate medical/health needs
   b) Document history (verbatim), clinical findings and family details

KEY CONTACTS:

PAEDIATRICIAN ON-CALL FOR CHILD PROTECTION
Office Hours: Edinburgh .......................... 0131 536 0467
             East/Midlothian ....................... 0131 446 4123
             West Lothian ......................... 01506 524412

CHILD PROTECTION ADVISORS (OFFICE HOURS):
Edinburgh ........................................ 0131 537 5299
East & Mid Lothian ............................ 0131 446 4114
Acute Division except $JH ..................... 0131 536 0170
West Lothian including $JH .................. 01506 524 421

Out of Hours: 0131 536 0000 or Hospital Switchboard
(Ask for Consultant Paediatrician on-call for Child Protection N.B. Consultant to Consultant referral)

* Staff must ensure that vital time is not wasted if they suspect a child is at risk of neglect / abuse. For further information, staff should consult the Inter-agency Child Protection Procedures Edinburgh and the Lothians (2015).

Paediatrician on-call for Child Protection / Child Protection Advisor

IRD decides appropriate course of action & feeds back to referrer

Referrer informs Named Person that they have made a child protection referral

NAMED PERSON
Birth – starting school: Health Visitor
Primary / High School: Head Teacher