

Domain	Relevant to MM Entry No:	Evidence Ref No:	Relevant to addi MM entries:	Evidence Title	Brief Description
CAMHS inc Transition	C1	C1.1	C2 & C3	CAMHS TIF Programme Structure	Programme Document which sets out meeting structure and governance framework for CAMHS TI.
		C1.2	N/A	CAMHS Strategic Improvement and Development Group Agenda & Minutes - 25.06.21 & 06.08.21	Strategic Meeting established in March 2021 to support TIIF and CAMHS Transformation. Excellent engagement with partner agencies and plans for joint workshops to deliver transformation - whole system approach to improve Children's Services.
	C2	See C1.1 & C3.1 evidence submissions			
	C3	C3.1	C1 & C2	CAMHS TI Programme Structure	The CAMHS TI Programme structure provides details of the reporting structure within CAMHS services and to the Health Board along with the regional leadership structure for the programme.
	C4	C4.1	N/A	Role Descriptors - TI Leadership Improvement and Development Team	Role definitions of Interim Leadership team – Fixed term positions to be advertised September 2021 for 2 year fixed term.
		C4.2	C6	Pan BCUHB CAMHS Risk Meeting Agenda (Example)	Pan BCU Risk Meeting established for CAMHS with members from AMH and Corporate Risk Team. Risks presented to Corporate RMG at Tier 1 level.

	C5	C5.1	N/A	CAMHS TI Governance structure	The CAMHS Governance structure provides details of the reporting of the governance accountability and report structure both within the Areas and regionally for CAMHS services.
	C6	C6.1	C4	Pan BCUHB CAMHS Risk Meeting Agenda (Example)	Pan BCU Risk Meeting established for CAMHS with members from AMH and Corporate Risk Team. Risks presented to Corporate RMG at Tier 1 level.
	C7	C7.1	N/A	CAMHS Governance Structure	Governance Structure - Assurance, Reporting, Risk Escalation.
	C8	C8.1	C36	Pan BCU CAMHS Risk Meeting	
		See C4.2 & C6.1 evidence submissions			
	C9	No evidence to date			
	C10	C10.1	N/A	SBAR to inform resourcing and recruitment planning following analysis of recruitment activity, vacancies, and activity	Phase one mapping and analysis of current workforce issues and opportunities to recruit to posts funded by WG improvement funding to realise objectives specified in bids.
		C10.2	N/A	Evidence of current recruitment	Phase one recruitment planning and monitoring actions for core budget, posts funded by WG improvement funding to realise objectives in bids

				<p>requirement from core budget, re-profiling decisions and new posts. This is being used to Trac progress of internal campaign over next month followed by external campaign September/October</p>	<p>and support “grow your own”, career pathway development structures and enhance psychological therapies access.</p>
		C10.3	N/A	<p>Draft workforce PID. Meeting with corporate project team lead on 6th September to develop final PID. Phase 1 of workforce strategy includes mapping vacancies, identifying opportunities for workforce diversification, and recruiting to vacant and new posts identified from additional funding.</p>	<p>Initial exploratory and engagement phase of strategic workforce planning and short term recruitment to improve performance and support retention.</p>

	C11	C11.1	N/A	Engagement with Workforce Groups	Outcome of discussion re current workforce structures within BCUHB. Plan to brief Directors of Nursing to ensure cited on CAMHS issues at corporate nursing and medical forums. Agenda implementation of joint workforce steering group for CAMHS and MHLD led by the resourcing project manager at next joint meeting (today's meeting was cancelled). Local CAMHS group set up with agreed agenda and TOR to be developed.
	C12	C12.1	C13	Minutes of meeting with HEIW to discuss CAMHS training	The minutes provide evidence of discussions held with HEIW and Bangor University regarding a CAMHS module and other training opportunities.
		C12.2	C13	PDF of details of CAMHS module developed at Bangor University	Evidence of CAMHS module developed in partnership with Bangor University for various staff working in the service
	C13	C13.1	C46	Development of first trainee psychotherapy post for North Wales from additional BCUHB funding	Links to improvement in access to psychological therapies in WH Together for Mental Health Delivery Plan. Opportunity to extend skill mix within the service and grow our own alongside recruitment of 2 external psychotherapy posts.
		C13.2	C46	Documents evidencing competency based CAMHS practitioner development programme.	Provides a robust framework for workforce diversification and development to enhance capability and confidence to support quality and evidence based care and workforce retention.

		C13.3	C46	Development of first CAMHS ANP posts for North Wales	Development of expert nurses and advanced practice is aligned with the Framework for Mental Health Nursing in Wales 2018-2028 . This will enable us to retain knowledgeable nurses who can extend their roles to support complex scheduled and unscheduled care processes and act as role models and trainers to develop our multi-professional workforce. Developing a career pathway for nurses in CAMHS will support recruitment and retention and workforce sustainability.
		C13.4	C46	Documents evidencing agreements and conditions for recruitment and competency development framework for Band 7-8A psychology development posts. This has been piloted successfully and has been agreed as an ongoing recruitment strategy to attract clinical psychology graduates and develop “grow our own” senior psychologists.	Provides a robust framework for workforce diversification and development to enhance capability and confidence to support quality and evidence based care and workforce retention.
	C14	C14.1	N/A	Minutes of Wales Mental Health	Attendance at national CAMHS meeting by BCU CAMHS service, varied discussions included on pathways within CAMHS services.

				Network CAMHS subgroup meeting	
	C15	C15.1	N/A	Daily Crisis SITREP	Demonstrates collation of daily (Mon – Fri) SITREP data of crisis cases which is circulated to CAMHS Managers and HB colleagues on-call.
		C15.2	N/A	Screenshot of the CAMHS services SPEED team (Eating Disorders) dashboard	Example of the SPEED team data dashboard used by the team for information and planning purposes, further data metrics are in development on the dashboard.
		C15.3	N/A	Crisis Rapid Response Model - Pilot to extend current crisis provision out of hours	<p>Pilot of service model designed to transform access for young people requiring urgent mental health and social care support in North Wales. Team of Mental Health and Social Care Practitioners to extend current crisis provision model as part of a multi- agency approach supporting the Health board's current pathways for CAMHS Crisis Care and Local Authorities Emergency Duty Teams.</p> <p>Initially, the pilot will be operational for a 6 month period to allow for data/information gathering, evaluation and overall effectiveness before finalising an agreed multi-agency pathway.</p> <p>Extended rapid response team will provide triage, liaison, consultation, assessment and brief intervention for young people who require support as a result of their mental health and social circumstances. The main aim of the extended provision is to:</p> <ul style="list-style-type: none"> • Improve the experience and outcomes for young people experiencing a crisis and avoiding multiple hand offs. • Quickly assess a situation to ensure the appropriate care pathway and social support is identified. • Reduce inappropriate referrals to Emergency Departments and support signposting to alternative resources for young people in emotional and social distress.

					<ul style="list-style-type: none"> Improve training, awareness, confidence and joint working relationships between the NHS/LA and other partners such as North Wales Police/ GP Out of Hours. <p>Pilot has been agreed through Childrens Partnership Forums. Task and Finish Group has been developed to lead with all LA Heads of Service and CAMHS Leads. Pilot will be evaluated within this Group.</p>
	C16	C16.1	C17, C18, C20, C23, C24 & C25	Minutes of CAMHS West Programme team monthly meeting	Demonstrates that regular discussions are held and that there is local understanding of the Mental Health Measure performance including Choice and Partnership approach (CAPA), transition, psychological therapies, service user experience and early intervention.
		C16.2	N/A	Emotional Health Wellbeing and Resilience Steering Group meeting pack	The EHWR Steering Group is a North Wales Health and LA collaborative, the minutes include discussions and actions on the 8-11 year old framework.
	C17	C17.1	C18	CAMHS Clinical Advisory Group agenda including Performance as standing agenda item	Provides assurance that the MHM targets are discussed and understood on a regional basis.
		C17.2	C18 & C19	CAMHS services monthly regional performance report	Demonstrates that performance targets and measures are understood and reviewed regularly in regional meetings.
	C18	See C17.2 evidence submission			
	C19	See C17.2 evidence submission			

	C20	C20.1	N/A	CAPA leaflet, induction handbook and team job planning example	Demonstrates Choice and Partnership model is utilised within the teams, including embedded used of language.
		C20.2	N/A	Discussion	Details of CAPA session to be arranged with key leaders in CAMHS services (REDACTED – S40)
	C21	C21.1	N/A	Performance Report for Tier 4 CAMHS service	Monthly Performance report for Tier 4 CAMHS services detailing admissions to the Inpatient Unit, length of stay and out of area placements, report is presented and discussed at monthly Tier 4 programme team meeting.
		C21.2	N/A	Service Specification of Intensive Community Support team (KITE)	Document which is shared with Community CAMHS teams and Inpatient team includes admission criteria for and referral process into the KITE team and flowchart on how to access an Out of Area bed.
	C22	C22.1	N/A	Email to staff to request attend Mental Health Act Awareness training arranged	Provides details of MHA Awareness training arranged and demonstrates sharing with relevant staff including Paediatric ward staff.
	C23	C23.1	C60 & C61	Service User Newsletter produced by CAMHS Patient Experience lead	Detailed newsletter on CAMHS and ND service user experience produced by the Patient Experience Leads appointed and in post.

		C23.2	C60 & C61	Update Report produced by CAMHS Patient Experience lead	Detailed update report on CAMHS service user experience produced by the Patient Experience Lead appointed and in post.
	C24	C24.1	N/A	Agenda of Psychological Therapies Management Committee	Demonstrates an understanding of Psychological Therapies and their role in CAMHS services
	C25	C25.1	C25	Minutes of Local Transition meeting	The minutes provide evidence of local meeting held to discuss young people in transition from CAMHS to AMH.
	C26	C26.1	N/A	Minutes of local transition meetings between CAMHS and AMHS	Copies of minutes of local transition meetings between CAMHS services and AMH to demonstrate that they are held regularly.
	C27	No evidence to date			
	C28	C28.1	C1	Terms of reference of CAMHS Strategic Improvement and Development Group	The TOR provide evidence of the establishment of the CAMHS Strategic Improvement and Development meeting along with its responsibilities and also demonstrates partnership working to deliver the TI programme.
	C29	C29.1	N/A	Email of agreement of Mental Health maturity matrix	Email containing final maturity matrix agreed by the Executive team and shared with WG.

	C30	C30.1	N/A	CAMHS TI Workshops & Planning Groups - Workshop Flyer circulated to work stream leads / Workshop 20.05.21 / Workshop 21.05.21 / Presentation	TIF Workshops held in May 2021 to determine plans and programme structure to ensure a robust organisational development approach with identified work stream leads.
	C31	C31.1	N/A	CAMHS TI Quarterly Update – Delivery Qtr 1	Plans, pace of transformation and delivery presented and monitored through the Performance Improvement Group and discussed Regionally at Area Director level and Executive Level within BCUHB
	C32	No evidence to date			
	C33	No evidence to date			
	C34	No evidence to date			
	C35	No evidence to date			
	C36	See C8.1 evidence submission			
	C37	No evidence to date			
	C38	No evidence to date			
	C39	No evidence to date			
	C40	No evidence to date			

	C41	C41.1	N/A	SBAR to inform resourcing and recruitment planning following analysis of recruitment activity, vacancies, and activity	Phase one mapping and analysis of current workforce issues and opportunities to recruit to posts funded by WG improvement funding to realise objectives specified in bids.
	C42	No evidence to date			
	C43	No evidence to date			
	C44	No evidence to date			
	C45	No evidence to date			
	C46	No evidence to date			
	C47	C47.1	N/A	Monthly workforce metrics report received from ESR including turnover, vacancies, sickness and PADR rates	Provides workforce metrics to inform the workforce plan and strategy.
	C48	No evidence to date			
	C49	No evidence to date			

	C50	No evidence to date			
	C51	C51.1	N/A	Family Wellbeing Practitioner Memorandum of Understanding with GP clusters	The MOU provides details of the service model for Family Wellbeing Practitioners for each of the GP clusters in BCIM fully rolled out in Central, fully recruited to and engaging with GPs in West and partially recruited to and engaging with GPs in East.
		C51.2	N/A	Schools in Reach Steering Group agenda	Steering group agenda and minutes discussing pilot evaluation and full roll-out of the Schools in-reach programme in partnership with education.
	C52	No evidence to date			
	C53	No evidence to date			
	C54	No evidence to date			
	C55	No evidence to date			
	C56	No evidence to date			
	C57	No evidence to date			
	C58	No evidence to date			
	C59	No evidence to date			
	C60	C60.1	N/A	Patient Experience newsletter	Newsletter includes contact details of CAMHS Patient Experience Officer
	C61	No evidence to date			

	C62	No evidence to date			
	C63	No evidence to date			
	C64	No evidence to date			
	C65	C65.1	C65	Copy of Transition Audit Tool	Provides assurance that the transition policy developed is being adhered to.
		C65.2	C65	Copy of CAMHS/AMH Transition Policy	Provides evidence is in place, jointly developed, for the transition of young people from CAMHS to AMH services.
	C66	No evidence to date			
	C67	No evidence to date			
	C68	No evidence to date			