



The Specialist Assessment Service

Dear Parents, Carers Children and young people

This information sheet is to share with you the next steps for parents, children and young people.

Who we are...

We are a team of specialists working for the University Hospitals Birmingham NHS Foundation Trust. The members of team include a Clinical Lead, Clinical Psychologists, Speech and Language Therapists, Occupational Therapists, Physiotherapists, an Educational Psychologist, a Child and Adolescent Psychotherapist, a Learning Disability Nurse, Consultant Paediatricians, a Child and Adolescent Psychiatrist and Administrative staff. One of these Specialists will be allocated to lead on your child/young person's assessment.

We also work closely in partnership with our colleagues in the Education Service, other health teams and Social Care. This means that we talk to other professionals who may know your child.

What we do.....

The team at the Specialist Assessment Service provides assessment, diagnosis and support services for children/young people with complex medical and/or developmental needs including difficulties that may indicate an Autism Spectrum Disorder (ASD).

What will happen first....

When you are sent an appointment please let your child/young person's educational setting know that this appointment has been offered and a copy of the appointment letter should be shared with them. This is important so that they will know that they know when the assessment will start.

The assessment will involve different elements. The core elements include a discussion with parent/s about specific concerns and to gain an understanding of a child/young person's strengths, difficulties and development. This discussion will typically last one and half hours and may be without a child/young person. This is so that parents can talk openly about their needs and express any concerns. Older children/young people may wish to come along to this appointment. Parents can discuss this with your Lead Clinician prior to attending if you need to.



Another element of our assessment is for us to meet your child/young person, which may occur on one or more assessment sessions. This enables us to gain a clear understanding of their needs. This may involve liaison with other services that are involved or sometimes an observation of the child/young person in a different setting for example in school. All assessment plans will be discussed and agreed with you. Any additional assessments may involve other members of the Specialist Assessment Team.

These assessment appointments may occur on the same day, on the same day parallel to each other or on different days. The details of these appointments will be on the appointment letter, we will send to you when your child reaches the top of the waiting list.

Your consent, for us to complete the assessment and to liaise with other professionals has been given on the original referral form. If you wish to change or discuss this consent for any reason, then please let us know.

We cannot answer any child specific queries before we know your child/young person, so if you have any concerns please raise them with a professional who knows your child e.g. GP, School, Health Visitor. If you are unclear who this is, please telephone the Specialist Assessment Service, Children's Community Services on 0121 722 8010 and speak to one of our administrators.

What can I tell my child/young person prior to their assessment.....

Going to a new place, to meet new people for an assessment can be daunting for anyone. It would be helpful for you to tell your child/young person the name of the person they are coming to meet. This person is interested to learn about the things they like and are good at as well as the things they don't like or find hard. This can include anything they encounter in their day, both at home, school or leisure interests. It is also important for the child/young person to know that they can tell us anything they wish to and we will not be upset, angry or make judgements about anything the child/young person wishes to share.

For older children/young people it is common that they ask the reason why they are coming for an assessment. It may be helpful to talk about this before their appointment. You may wish to discuss this with your Lead Clinician at your first appointment.

What will happen after my child/young person's assessment.....?

When we have completed our assessment a feedback discussion will take place. This is sometimes agreed to take place immediately following the assessment appointment or at other times you will be invited back for a feedback appointment. At this appointment we will discuss with you the findings from the assessment and it may involve your child/young person receiving a specific diagnosis but this is not always the case.

During the feedback appointment please ask any questions that you would like us to answer. We will try to answer your questions and provide information and advice. We will also talk to you about other services that may be able to offer further advice and support.



Families where a diagnosis of ASD is appropriate may be offered an appointment to meet with a member of the Children and Young People's SEND 0-25, ASD Team. This is a team of specialist teachers that help support a child's school SENCO. A child's SENCO will organise this but only if it's necessary. You will be given further information about this team and the service they provide during the feedback appointment.

Will I receive a report.....?

Yes, for all children/young people a report will be written by your Lead Clinician. This will include information about your child/young person's strengths, difficulties, needs and any specific outcome/diagnosis. At the end of the report, you will find details about how you can obtain further information, advice and support.

Your Views.....

At various points we value you and your child's/young person's feedback to improve the services we provide. Information is gathered anonymously. If you are not satisfied with the service and wish to discuss this formally, please contact the Service Clinical Lead, Shirley Heatherington on 0121 722 8010 who will be happy to discuss your concerns.

For further information you can visit:

<https://childrenscommunitytherapies.uhb.nhs.uk>

How to find us.....

The Specialist Assessment Service is located 1st Floor, Chelmsley Wood Primary Care Centre, Crabtree Drive, Birmingham, B37 5BU. If you are planning to drive, there is a car park at the front of the building.

Please report to Reception on the 1st Floor. If it is not manned when you arrive please take a seat and your Clinician will come out and meet you at your planned time of appointment.

Please note that we are not an emergency service

If you have urgent concerns about your child/young person's health, or well-being or school related issues please contact your child/young person's GP, take your child/young person to Accident and Emergency (A&E) Services or contact your child's school. The Specialist Assessment Service administration office is open to take calls Monday to Friday, 9.00am till 16.45pm.