



Children's Services Mapping

A COMPLETE PICTURE OF CHILDREN'S SERVICE PROVISION

Briefing note for PCTs and NHS Trusts: preparation for CSM data collection 2009/10

Introduction

The following briefing sets out;

- Background and overview of CSM
- The benefits, outputs and products of CSM to your organisation
- The requirements from your organisation to ensure a successful mapping exercise.
- An overview of support available
- Timetable and next Steps

Background

The integrated delivery of the children's 'change for children' agenda over the next few years is a challenge that all LAs, PCTs and NHS Trusts are facing in England.

Co-operation is required to ensure the delivery of national policy, such as the existing Children's National Service Framework (CNSF), Every Child Matters (ECM) and the recently published Child Health Strategy; all refer to the provision of comprehensive prevention and early intervention services, as well as specialist care, to meet the diverse needs of children and young people in every locality.

To meet this challenge, effective partnership working is needed at all levels to support strategic planning, joint commissioning, interagency and interprofessional working.

CSM was developed over the past seven years, to support LA, PCTs and their partners achieve this aim.

What is Children's Services Mapping?

CSM is an on-line data collection exercise that is carried out annually to provide information at a national, regional and local level about children's and maternity service provision and investment.

It is a voluntary exercise in which each PCTs, LAs and providers, are invited to participate., although elements of it have been used to populate indicators for the Care Quality Commission. This currently collect NI 51 (CAMHS).

It is a tried and tested methodology, jointly funded by DCSF, DH and the NHS, which was first developed in 2002 to understand the nature of CAMHS provision, then developed further in 2005 to include child health and maternity services. This final phase aims to ensure the full integrated nature of provision can be understood.

CSM maps all children's services except schools, which is collected through the schools census. The degree of completion of the exercise is dependent upon the experience of mappers and its stage of development.

Benefits of Participation

CSM aims to support Primary Care Trusts and their partners in the development of a clear assessment of need in order to contribute to the proper targeting of resources and the delivery of improved outcomes to children and young people.

CSM represents a cost effective solution to this since the central team is funded centrally. The cost to organisations is therefore time. CSM has the added advantage that by utilising a common national tool, benchmarking and local comparisons can be made once there is full participation.

In addition, CSM provides a Directory of Services for local users that is updated annually as each mapping cycle takes place.

The children's services mapping system is already beginning to support local and national benchmarking and by working alongside ChiMAT, tools, it can use other information such

as performance indicators, statistical neighbours and deprivation indices, to provide a picture of services linked to outcomes.

Outputs

Children's services Mapping aims to support the drive for improved productivity, quality and innovation through:

- The development of a comprehensive view of services across health, social care, education support and youth work for use as a basis for gap analysis and service development.
- An indication of progress towards service integration across universal, targeted and specialist services.
- A national overview of Children's Trust arrangements with information on the development of strategic partnerships, integrated management and service delivery against which your own arrangements can be compared.
- The relationships between commissioning, planning and delivery of services against key national policy goals.
- Information about investment in children's services to support the transparency of budgets and development of joint commissioning.
- Indicative trends in proportion of investment spent on the delivery of universal, targeted and specialist services to be tracked year on year.
- An overview of total children's workforce, where services are being delivered and by whom.
- Mapping of the contribution made by 3rd and private sector.

Products

In addition to a wide range of on-line reports and tools allowing the local interrogation of the data, each PCT/trust will receive:

- An annual report
- A locality profile reporting on all services and finance mapped by the local authority

- A Children’s Trust profile summarising inter-agency input from relevant local authorities, PCTs and NHS Trusts
- CAMHS partnership reports summarising the nature of CAMHS services operating in the partnership area and the investment in them
- Monthly E-Bulletin updates on the mapping process and findings
- An evaluation report on the quality of data mapped.

The Process – step by step

We recommend the following broad steps are taken to ensure a successful mapping exercise:

- Each PCT, other NHS Provider trust and local authority is asked to nominate a senior member of staff to be the Mapping Lead to take responsibility for overseeing and co-ordinating the exercise for their organisation;
- The Mapping Lead has to register on the mapping website after which they will receive a password that gives access to the on-line set up procedure;
- The PCT mapping lead and provider trusts who are members of local Children’s Trusts should also work with the LA’s lead mapping officer to contribute to the Trusts questionnaire and consider issues that will arise as we try to map integrated services;
- Where PCTs have split their commissioning and service provision activities, we recommend that they register each part of their organisation separately, nominating a mapping lead for each;
- The Mapping Lead needs to structure the data collection to suit local circumstances, however to support this task, the details of all services reported in 2007 exercise will be migrated over to the 2008 data set. These details should be checked and revised;
- To ease the task of completion, we recommend that services are grouped into areas of service delivery or localities. A different member of staff can then take responsibility for each service group, so sharing the work. They can either answer the questionnaires themselves or ‘delegate’ them (using an email process) to service managers who may be more familiar with the information being requested. Questionnaires are interactive with responses to certain questions determining the nature of follow-up questions;

- All data is entered on-line and there are 4 months for data entry. Well before the closing date, reports summarising the information that has been mapped will be available on the website to facilitate checks to be made;
- Mapping Leads are asked to confirm the completion of the exercise by signing off on-line. They will receive an email response confirming the end of the exercise.

Timetable

Each typical mapping cycle encompasses the following key dates:

- October
 - A programme of regional training events will be available to provide opportunities for LA, PCT and NHS trust staff to discuss how integrated working will be mapped
- November
 - The mapping website will be open for data entry and the helpdesk will operate a full service
- January
 - Summary reports showing the data submitted for each LA will be available on-line
- 28th February
 - Data entry closes and performance data being collected for the Care Quality Commission must be signed off.
- April
 - returns become available as on-line tables on the website.

Support Available

The mapping team will provide the following support mechanisms through the exercise;

- A training programme of regional events which will provide an opportunity for local authority, PCT and NHS leads to meet and learn about the exercise.
- On-line tutorials that will take you through the mapping process.
- Guidance on completion available on line.
- A “sandbox” questionnaire on the website from October to enable you to investigate all the detailed questions asked of you. This allows you to trail the data entry requests without data being saved.

- A regional support worker who will be available to support Mapping Leads and partnerships complete the exercise by phone, email and by face-to-face meetings.
- A helpdesk run by Durham University.

Further Information

Go to www.childrenservicesmapping.org.uk or contact the national mapping helpdesk on 0191 334 1434 or email help@childmapping.org.uk