

## Appendix 1: Decision Making Clarification Tool

### Delegate Authority – Decision Clarification Tool

<b>Child/Young Person's Name</b>	
<b>DOB</b>	
<b>Legal Status</b>	
<b>Foster Carers</b>	
<b>Address</b>	

Clarifying who is best placed to take everyday decisions depends on many factors: the young person's age, views, legal status and care plan, the parents' views and the experience and the views of the foster carers. Collaboration and consultation are essential for successful partnership working. This is a living document in which the delegated authority is likely to change increasingly in favour of the young person as they grow up and progress into adulthood.

This is not the definitive list of tasks and responsibilities as these will always be subject to the individual child and their circumstance but is inclusive of what has been identified in most instances as tasks that are likely to be delegated to another person. The shaded areas are those which are usually a professional or parent's responsibility, their delegation is less usual and will need to be subject to discussion.

There are other areas separately identified within the document that would not be delegated.

This form is to be completed with the placement plan for the child.

Where the young person is Fraser/Gillick competent: "If a child under the age of 16, Fraser competence is the standard test used to assess under 16 year olds competence to consent to treatment. The key to 'Fraser Competence' is in the child's understanding and intelligence. Whether a child has sufficient maturity, understanding and intelligence to consent to what is proposed is ultimately a fact finding mission, with the child being asked specific questions about their illness and proposed treatment, in order to determine whether they are 'Fraser Competent' and therefore able to consent to treatment themselves.

Capacity is not automatically acquired at a fixed age, although the ability to understand will normally increase with age. However the degree of understanding and intelligence required will vary accordingly to the complexity of the issues involved.

<b>Consent/agreement/task</b>	<b>To whom is the authority delegated</b>	<b>Who delegates the authority</b>
<b>Medical and health</b>		
1.1 Consent – routine immunisations	Foster Carer	Local Authority/Parent
1.2 Emergency/planned medical procedures not requiring general anaesthetic.	Foster Carer	Local Authority/Parent
1.3 Medical procedure carried out in the home where the person administering the procedure requires training (e.g. child with disability/illness)	Foster Carer	Local Authority/Parent
1.4 Dental- emergency/routine treatment not requiring general	Foster Carer	Local Authority/Parent

anaesthetic.		
1.5 Optical- appointments, glasses.	Foster Carer	Local Authority/Parent
1.6 Consent to examination/treatment by named nurse/other health professional.	Foster Carer	Local Authority/Parent
1.7 Administration of prescribed/over the counter medications.	Foster Carer	Local Authority/Parent
1.8 Permission for school to administer prescribed/over the counter medication.	Foster Carer	Local Authority/Parent
1.9 Consent to sexual health advise, support and treatment including c-card support.	Foster Carer	Local Authority/Parent
<b>Education</b>		
2.1 Signed consent form for school day trips	Foster Carer	Local Authority/Parent
<b>Consent/agreement/task</b>	<b>To whom is the authority delegated</b>	<b>Who delegates the authority</b>
2.3 Signed consent form for school trips over 4 days	Foster Carer	Local Authority/Parent
2.4 Using computers at school	Foster Carer	Local Authority/Parent
2.5 School photos	Foster Carer	Local Authority/Parent
2.6 Attendance at parents evenings	Foster Carer	Local Authority/Parent
2.7 Attendance at PEP meetings	Foster Carer	Local Authority/Parent
2.8 Attendance at unplanned meetings or immediate issues	Foster Carer	Local Authority/Parent
2.9 Personal health and social education	Foster Carer	Local Authority/Parent
<b>Personal, Leisure and home life</b>		
3.1 overnight with friends	Foster Carer	Local Authority/Parent
3.2 holidays within the British Isles	Foster Carer	Local Authority/Parent
3.4 Sports/social clubs	Foster Carer	Local Authority/Parent
3.5 More hazardous activities, e.g. Horse riding, skiing, rock climbing	Foster Carer	Local Authority/Parent
3.6 Haircuts/colouring	Foster Carer	Local Authority/Parent
3.7 Mobile phones	Foster Carer	Local Authority/Parent
3.8 Part-time employment	Foster Carer	Local Authority/Parent
3.9 Accessing social networking sites, e.g. Facebook, Twitter, MSN	Foster Carer	Local Authority/Parent
<b>Contact- this may vary with the reason for contact and the care plan</b>		
4.1 Transport	Foster Carer	Local Authority/Parent
4.2 Arranging	Social worker	Local Authority/Parent
4.3 Facilitation	Social worker	Local Authority/Parent
<b>Consent/agreement/task</b>	<b>To whom is the authority delegated</b>	<b>Who delegates the authority</b>
4.4 Formal Supervision	Social worker	Local Authority/Parent

<b>Identity and Religious observations</b>		
5.1 Attendance of worship	Foster carer	Local Authority/Parent
5.2 New or changes	Social worker	Local Authority/Parent
<b>Other delegated responsibilities specific to the child/young person</b>		
Referral/consent for YP to access another service, e.g. CAMHS	Social worker	Local Authority/Parent
School trips abroad	Social worker	Local Authority/Parent
Registering at school	Social worker	Local Authority/Parent
Changing a school	Social worker	Local Authority/Parent
Referral/consent for YP to access another service (please specify the service)	Social worker	Local Authority/Parent
Passport application	Social worker	Local Authority/Parent
Holidays outside British Isles	Social worker	Local Authority/Parent
Body piercing	Social worker	Local Authority/Parent
Tattoos	Social worker	Local Authority/Parent
Media activity	Social worker	Local Authority/Parent
New or changes in faith, church or religious observations	Social worker	Local Authority/Parent
Life history work	Social worker	Local Authority/Parent

<b>Non delegated areas</b>			
<b>Consent/task</b>	<b>Who has authority</b>	<b>Who also holds authority</b>	<b>Status of child</b>
Treatment involving anaesthetic/operation contrary to parent wishes	Operational director		S31
Discontinuation of medical treatment	Operational director	Parent	S31
Signed consent to any dental or medical treatment requiring general anaesthetic	Operational director	Parent	S38/31

<b>Please note any notification/consultation requirements or exceptions to the above</b>

I agree that the delegations listed above are agreed and accept the foster carers (Name.....) to exercise these responsibilities as a 'responsible parent'

Print name ..... Date.....

Signed ..... Parent/s

Print name ..... Date.....

Signed ..... Social worker

Print name ..... Date.....

Signed ..... Young person

Print name ..... Date.....

Signed ..... Foster carer/s

Print name ..... Date.....

Signed ..... Registered Manager

If child/young person is placed under section 20 of the Children Act Consent given to placement by

Print name ..... Date.....

Signed ..... Parent/young person

If the parent has not signed this form (and young person is not of sufficient age or understanding to sign him/herself), indicate what measures have been taken to obtain their signature. In the absence of the parent a Service Managers signature is required (except for S20 CA1989). This is to be updated and reviewed within the care plan process.

Print name ..... Date.....

Signed .....

Service Manager