



## Background

The current process to refer a young person to CAMHS is not fully electronic and is still mainly paper based. This has the potential for referrals to be delayed and not provide full information.

Therefore, our Trust is introducing an online CAMHS referral form for use by health, education and social care professionals, including GPs.

The form will ensure that high quality referrals and interventions by the CAMHS team are not delayed.

The referral form will be piloted on a three month basis. During the three month period we will still accept paper based referrals, but after the three month pilot we will accept online referrals only.

The form cannot be completed for emergency referrals and thus cannot be progressed online.

In an emergency contact:

- During office hours (9am - 5pm): through to contact point on East Riding referrals on 01482 303810 and Hull referrals on 01482 303688.
- Out of office hours: through to the Crisis Team on 01482 335600

## How to use the form

The form comprises of four sections:

- About the young person
- About the referrer
- Referral pathways
- Risk and complexity factor

Once the form is completed click 'submit' and the form will be uploaded to a secure portal for CAMHS staff to access. You will receive a read receipt and a PDF copy of your referral.

The CAMHS team in East Riding or Hull (dependent upon the young person's GP) will then access the portal and download a PDF copy of the referral.

The CAMHS team will triage the referral with the young person and their family; they will then contact you following this with the outcome.

### Hull and East Riding CAMHS Professional Referral Form

1. Child and Adolescent Mental Health Service professional referral form (CAMHS)

The personal information collected in this form is secured using SSL (Secure Sockets Layer) encryption – the standard security technology for establishing an encrypted link between a web server and browser. This link ensures that all data passed between us remains private. This is indicated by the https:// url address and the padlock symbol that appears at the top of the page in the address bar. Further information about security can be found at: <https://www.smartsurvey.co.uk/security>

The Trust will process personal information in line with our fair processing information detailed at <http://www.humber.nhs.uk/data-protection.htm>

Please be aware that this referral form is hosted by a third party service provider. This provider will collect your IP address and information about your visit to the website. Further information can be found at <https://www.smartsurvey.co.uk/privacy-policy>.

All data is hosted within the UK.

## Security Protocols

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The direct link to the form is:

<https://www.smartsurvey.co.uk/s/humbernhsftcamhsreferral/>