**Guidance on completing the health sections of the Education, Health and Care Plan**.

In last month’s bulletin we told you about the SEND Health Task and Finish Group that had been established to develop the health process for EHC plans, and about the new EHC Single Point of Access team which had been put in place as part of it. In this issue, we want to focus on a specific piece of work done by the Task and Finish Group to develop guidance on how to complete the health section of the EHC Plan.

The EHC Plan has 12 sections to it as required by the legislation:

1. Section A: Background, views, interests, aspirations
2. Section B: Special Educational Needs
3. **Section C: Health Needs relating to their SEN**
4. Section D: Social Care Needs relating to their SEN
5. **Section E: Outcomes**
6. Section F: Special Educational Provision
7. **Section G: Health provision – specific and quantified**
8. Section H1: Social Care provision (in relation to CSDPA Act) – specific and quantified
9. Section H2: Social Care provision (in relation to eligible needs) – specific and quantified
10. Section I: Name of nursery, school, post-16 or other institution to be attended by the child or young person
11. Section J: Detail of any Personal Budget – including personal health budgets – that will be used to secure some or all of the provision in an EHC Plan
12. Section K: List of the advice and information that has informed the EHC Plan

Sections C, E and G are specific to health. As the content of an EHC Plan is statutory, it is really important that the information contained within it in is correct and clear to the young person, professionals and the family. We know that health professionals are not always able to attend multi-agency meetings so the reports they provide must be clear and written in a way suitable for the EHC Plan. It is important that any health provision set out in part G is specific and quantified so that parents or young people know what support they will be getting, when they will receive it and who will provide it. Provision for the assessed health needs will be met through NHS commissioned services in the majority of cases and the CCG will commission additional provision where there is a continuing care need or a gap in commissioned services.

To support health professionals to write reports for EHC plans and to help SEND Managers who pull the final plan together, the SEND Health Task and Finish Group has developed a template with guidance on the information required. The template mirrors the sections of the EHC Plan, gives guidance on the level of information required in each section and provides example wording to demonstrate what is required.  For example, Section C provides the following example of outcomes:

* By the end of Year 7, A will be able to fully participate in all aspects of school life without needing adult assistance, i.e. changing for PE, coping independently at lunchtime, accessing the laptop.
* By the end of the school year, A will be able to confidently and happily to use a laptop in school to record his work, alongside handwriting.
* By the end of the school year, A will be able to do up his buttons, put on his socks and use cutlery by himself.

The SEN Team will send the template to the relevant health professionals to complete for them to return within a six week period. A copy of the template with guidance can be found at (link to be provided)

A separate template is being created for medical consultants to enable them to provide information on diagnoses and medication.

If you have received a template to complete and need some help in doing so, please contact the EHC SPA team on: [education.healthcare@nhs.net](mailto:education.healthcare@nhs.net)

If you have any general queries or queries about the health pathway for EHC Plans, please contact the Children’s Portfolio at Sheffield Clinical Commissioning Group: [SHECCG.ChildrensCommissioning@nhs.net](mailto:SHECCG.ChildrensCommissioning@nhs.net)