SIL/TSIL referral and approval process

<u>CA</u>

CAU-TriageandEmergencvCareArrangements@dci.nsw.gov.au

Mini App access group CAU SIL/TSIL Access Group



Young People referred 16 – 17.5 months

Eligibility: Preparing to transition from OOHC to live independently

Assessed by CFDU to have capacity for SIL Assessed by CAU to have capacity for TSIL

Required documents:

Leaving Care Plan Independent Living Skills Checklist Access to financial assistance Views of YP on transitioning to SIL/TSIL

CFDU manages the referrals for SIL

CFDU progresses the TSIL referrals to CAU

SIL/TSIL review form must be completed by the provider with case management responsibility:

* at 17 years and 6 months if they require approval to remain in SIL/TSIL post 18 years. (not required if the young person has a planned transition within 3 months of turning 18)

* if the young person enters SIL/TSIL between the ages of 17 and 17y.5m the referral form is required to be completed 6 months after entry

* CFDU are to establish a Miniapp allocation process with all relevant documentation

For TSIL, CAU conducts QA check on the form and progress to Director CAU with background and eligibility for TSIL

Approval for TSIL

Principal Officer of the agency with case management responsibility, MCS CFDU, Contract Manager and Director CAU

Approval for SIL:

DCJ MCS, CFDU, Contract Manager and Director Commissioning and Planning or DCS, Director Statewide Contracts

Young people referred 17.6 months – 17.9 months

Eligibility: Preparing to transition from OOHC to live independently

Assessed by CFDU to have capacity for SIL Assessed by CAU to have capacity for TSIL

Required documents:
Leaving Care Plan
Independent Living Skills Checklist
Access to financial assistance
Views of YP on transitioning to SIL/TSIL

SIL/TSIL review form must be completed for SIL/TSIL referrals for young person who is 17.6 years or older at the time of referral, by the provider with case management responsibility

* CFDU are to establish a Miniapp allocation process with all relevant documentation

For TSIL, CAU conducts QA check on the form and progress to Director CAU with background and eligibility for TSIL

Approval for TSIL

Principal Officer of the agency with case management responsibility, MCS CFDU, Contract Manager and Director CAU

Approval for SIL:

DCJ MCS, CFDU, Contract Manager and Director Commissioning and Planning or DCS, Director Statewide Contracts

All approvals are to be processed via Miniapp (form in WORD not PDF)

 All TSIL review forms and SIL review forms for young people over 17. 10 months require allocation to the CAU SIL/TSIL Access Group

 Allow 5 business days for Director CAU review and 7 business days for HCEA Executive Lead review.

Outcome of review to be notified to CFDU who will notify provider and attach to ChildStory

Young people referred 17.10 months and over

Required documents:
Leaving Care Plan
Independent Living Skills Checklist
Access to financial Assistance
Views of YP on transitioning to SIL/TSIL

SIL/TSIL review form must be completed with the referring provider's Principal Officer (or equivalent)'s endorsement for SIL/ TSIL referrals

CFDU are to establish a Miniapp allocation process with all relevant documentation

A review and approval is required from MCS CFDU, Contract Manager, Director Commissioning and Planning or Director Community Services as per district process

CAU conducts QA check on the form and progress to Director CAU with background and eligibility for SIL/TSIL

Request for SIL/TSIL for young people 17 and 10 months and over requires Director CAU review and progression to HCEA Executive Lead for approval via Miniapp

CAU to notify CFDU of the outcome and cc Contract Manager and CAU mailbox. CFDU to attach to ChildStory and notify the provider

Monitoring SIL/TSIL Exit Process

Young people and young adults residing in SIL/TSIL are to be discussed in contract and/or operational meetings to confirm their continued engagement in the model

Exit form must be completed for all young people leaving SIL/TSIL

Exit form to be uploaded by service provider to ChildStory within 5 days of exit from SIL/TSIL and alert via email CFDU for SIL, and CAU for TSIL Service Provider to alert their Contract Manager for all exits.

Endorsement:

Caseworker, Therapeutic Specialist, Manager Casework/ Team Leader, Principal Officer

TSIL: Exit form reviewed/ endorsed by CAU MCW

SIL: Exit form reviewed/endorsed by MCS CFDU

CFDU (SIL) and CAU (TSIL) to ensure the exit forms are uploaded and all ChildStory tasks have been completed.

Referral Stage
SIL/TSIL Review Form
Endorsement/ Approval
Exit from SIL/TSIL
Other

Communities and Justice

Continued approval for a y based on individual needs

1. The young person is eng

2. SII /TSII is the most and

Continued approval for a young person to remain in SIL/TSIL beyond turning 18 will only be considered based on individual needs when:

- 1. The young person is engaged and working towards their independence in SIL/TSIL and;
- $2. \ SIL/TSIL \ is the most appropriate option to meet the needs of the young person and;\\$
- ${\it 3. They cannot successfully transition to independence with less intensive or alternative supports.}$