Procedure for Parent Carer Needs Assessment

The Children and Families Act 2014 introduced a new assessment duty to children's services to assess the support needs of parents and carers of children with disabilities. The criteria for assessment as a parent carer are primarily and statutorily linked to being able to identify the child/ren as having a disability.

In all situations when determining if a child has a disability, the effect of the impairment needs to be considered (Equality Act 2010). The child will be considered to have a disability if the impairment has lasted for at least 12 months, is likely to last for at least another 12 months or it is likely to last for the rest of the person's life.

Any parent or carer is entitled to an assessment if they feel they are or will be in need of support.

The assessment will be carried about by the local authority in which that child lives.

The PCNA will assist in determining which needs should be met by the council. This may include

1. Advice and signposting for best use of universal and targeted services
2. A one off payment to meet a specific need (S17 payment)
3. Short breaks via direct payments to support the carer in the caring role
4. If the assessment outcome is that needs can be met within the community, additional support via signposting and linking with local resources.

There are expectations with regards to appropriate and thorough completion of the PCNA and ensuring all avenues of support have been explored with the family prior to submission. PCNAs **must**:

1. Have every box/section within completed. If boxes are left blank the form will be considered as incomplete.
2. There is an expectation that a Family Group Meeting has taken place to explore the family's own support networks prior to PCNA being completed and submitted.
3. A professional **must** complete the form with parent/carer(s). If Parent/Carer(s) complete without professional input, this will not be considered a complete PCNA and therefore any support request cannot be considered.

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