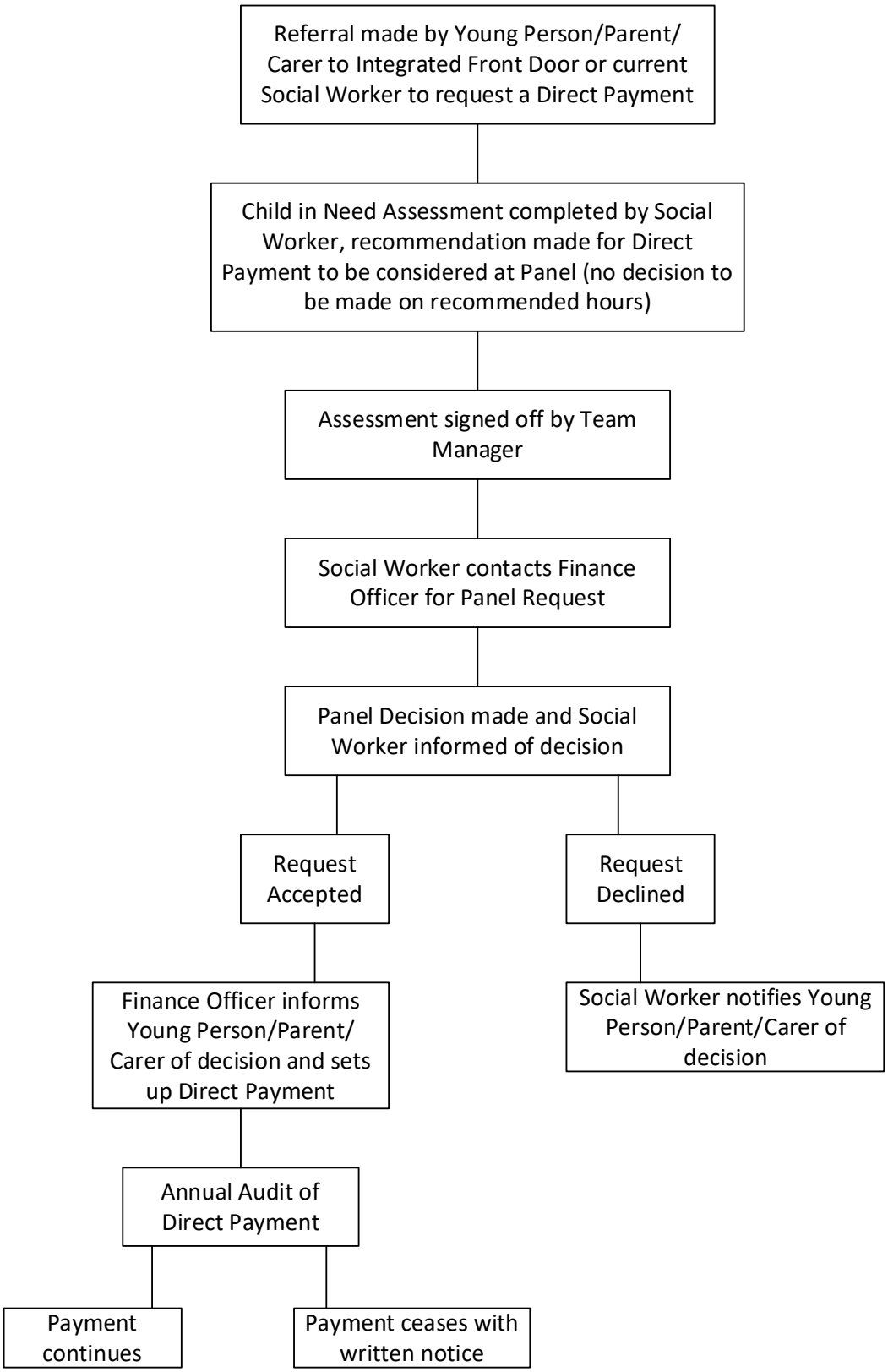
Referral made by Young Person/Parent/ Carer to Integrated Front Door or current Social Worker to request a Direct Payment
Child in Need Assessment completed by Social Worker, recommendation made for Direct Payment to be considered at Panel (no decision to be made on recommended hours)
Assessment signed off by Team Manager
Social Worker contacts Finance Officer for Panel Request
Panel Decision made and Social Worker informed of decision
Request Accepted
Request Declined
Finance Officer informs Young Person/Parent/ Carer of decision and sets up Direct Payment
Social Worker notifies Young Person/Parent/Carer of decision
Annual Audit of Direct Payment
Payment continues
Payment ceases with written notice