

## Who are we?

We are part of the Child and Adolescent Mental Health Service (CAMHS) for Edinburgh and the Lothians.

The team in West Lothian currently includes:

- Child and Adolescent Psychiatrists
- Occupational Therapists
- Clinical Psychologists
- Mental Health Link Workers
- Nurse Therapists
- Dietician

We also regularly have professionals in training, working under supervision within our team.

## Who is referred to us?

Children and young people (0-18 years) are referred to CAMHS if there are significant concerns about their mental health or wellbeing and when their difficulties are impacting upon their day-to-day life.

## How do I get referred?

Referrals usually come from general practitioners, health visitors, social workers or from schools. They need to ask your permission before contacting us.

## If you need an interpreter

You have been sent this with a letter asking you to contact us to arrange a first appointment. Please let us know if you would like an interpreter to join us for the appointment.

## What happens at a first appointment?

The first appointment will take about an hour to an hour and a half and will aim to:

- Find out what you need
- Give you some information about our service
- Think about whether we are the best service to help you
- Think about a range of options that may be available to you
- Give you some ideas to improve things yourself
- Come to an agreed plan between us

You can choose who to bring with you, but it's important that we meet with the child or young person who is referred. **If you have any questions before the appointment, please telephone us.**

After the appointment, we will write to you and the referrer with a summary of our discussion and our initial goals and plan. We will always write to your GP, even if they are not the person who has referred you.

## What happens next?

If we decide together that you might benefit from some work with our team, we will put your name onto the Treatment waitlist. At the moment there is quite a long wait for non urgent treatment but we are working hard to improve this. We hope the things we have suggested for you to read or try yourself will help while you wait.

When your name reaches the top of our treatment waitlist we will contact you and ask if you still wish to be seen. If you do, an appointment will be made with a named clinician. This person will probably be the person you see the most and who will coordinate your care. They might ask other clinicians to meet with you to do specific tasks, but the named clinician will always be your first point of contact.

## Where will we meet?

We have clinics at St John's Hospital and Willowgrove House in Craigshill.

If you are receiving benefits and need help with travel expenses, you can make a claim. Please ask at your first appointment for a claim form.

### **What if I need to cancel an appointment?**

If you need to cancel any appointment please let us know as soon as possible so that we can give the appointment to someone else.

If you do not attend an appointment and do not let us know, we will assume you do not need our service any more and will discharge you.

### **What to do if your situation changes**

If your situation improves and you feel you no longer need to be seen, please telephone us to cancel your appointment.

If your situation gets worse, please contact the person who referred you for further advice.

### **Who do we share your information with?**

- Your GP
- The person who asked us to see you / your child
- We may ask for your permission to talk to other people who are working with your child; for example, a teacher or nurse

### **Why do we share information?**

It helps us work together better. And if we work together well it is better for you / your child.

### **What information do we share?**

We only share information that helps in treating you / your child.

### **Is it confidential?**

Yes, completely confidential. Information is only shared with those who are working with you / your child. If you want to keep some things to yourself then we can discuss this.

If there are concerns about a child's safety we have to report these. There are child protection procedures used by health, social work, education and the police and we have to follow those procedures.

We may ask if we can use your information for training or research. If we do, we will always explain to you how we would like to use it and will ask for your permission first. Information is made anonymous before it is used for training or research.

Services also collect figures and statistics. This is called audit and evaluation and helps us find out whether a service is working well.

This information is made anonymous when it is collected. This means that you cannot be identified from the information we use. Therefore we don't generally seek permission if we use any of your information in this way.

## **Child and Adolescent Mental Health Service (CAMHS)**

**West Lothian**

## **Information for Families**

CAMHS West Lothian  
St John's Hospital  
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EH54 6PP

**Tel: 01506 523 785**