



**Review Process - SPF**

| Process   | Standard Tasks  | Who  |
|---|---|--|
| Pre-MDT review with client and family                               | Appointment for review<br>Review progress to date <ul style="list-style-type: none"> <li>- effectiveness of treatment / relapse prevention strategies</li> <li>- evidence of change in presentation</li> <li>- response to medication (including side effects)</li> </ul> Discuss treatment options <ul style="list-style-type: none"> <li>- continue with current plan</li> <li>- alternative therapeutic approaches</li> <li>- barriers to discharge</li> </ul> Complete integrated data requirements <i>ie HoNOS etc</i><br>Update Risk Assessment<br>Ensure Crisis Management plan is completed/updated<br>Needs assessment (at 6 months) | Case Manager   |
| MDT Review<br><i>(3 monthly and at times of significant change)</i> | Present summary of client 'progress to date' against treatment plan<br>Discuss changes to plan (if any)<br>Barriers to discharge<br>Team feedback / suggestions of 'better ways'<br>Endorsement of adjusted plan<br>Update / endorse current diagnosis  | Case Manager<br>MDT<br><i>(Includes designated psychiatrist)</i> |
| Outcome<br><br>- Continue<br>- Discharge                            | Document MDT outcome in clinical notes<br>Discuss outcome / new plan with client<br>Client signs agreement to new/adjusted plan (as appropriate)<br>Letter to GP <i>(updating progress from Psychiatrist)</i><br>Referrals as required<br>Diary next review<br>Active treatment continues until ready for discharge   | Case Manager   |

