

COMPLETING AN EARLY HELP ASSESSMENT (EHA):

Discuss the EHA and process with the family unless you are making a child protection referral where you feel obtaining consent places the child at greater risk



Establish which other agencies are working with the family from speaking with them to triangulate information to complete your assessment



Universal Needs

No need for an EHA unless additional needs are emerging and EHA required as preventative assessment

Store on own agency file



Additional Needs

If joint agency response, share EHA with consent with that agency and update the EHA together with the family

Consider TAF



Complex Needs

Lead Practitioner to be identified, TAF to be arranged and completion of joint EHA with the family

Shared ownership of actions agreed



Acute Needs

Please refer to diagram: Requesting Involvement from Children's Social Care



The EHA is both an ongoing assessment tool and a request for involvement for other services.

During discussions with partner agencies and in the Team Around the Family (TAF), responsibility needs to be agreed as to who will make the request to another service for ongoing support and intervention.

The EHA should also be used when requesting a Step-In from a listed service (see [EHA section 9](#)). When requesting a Step-In the date, time and location of the meeting must be included.*

All agencies have a responsibility to store the EHA in line with their own agency procedures.

* Services not listed on the EHA (section 9) should be contacted directly to discuss the Step-In request.