

DOCUMENT APPROVAL FORM (DAF)

This form must be completed and approval attained BEFORE starting to develop, adopt or review your written control document
Forward completed forms to policies.hdd@wales.nhs.uk

Proposed or existing title of document: 625 – Community Treatment Order policy	Type in title
Lead author: Name of lead author Job title of lead author. Email address Sarah Roberts, Mental Health Legislation Manager sarah.roberts@wales.nhs.uk	
'Owning Group' – which group/committee will own and take responsibility for the document to ensure that the development, review, consultation, dissemination, implementation and monitoring is in line with the Health Board's 190 – Written Control Documentation Policy Mental Health Legislation Committee Internal Health Board group	Judith Hardisty
'Approving Group' – which group will approve the document	Mental Health Legislation Committee
Who will be/is the Executive Lead for the document? Andrew Carruthers	Executive Lead
What type of document are you proposing/adopting or reviewing? Policy Reviewing existing document	Type of document definitions link
Which category will the document be? Clinical If this is a corporate document will/does it impact on patient care? No	
What is the reason for developing/adopting or reviewing this document? Replacing/updating existing written control documents	
Clinical only: Is this document about invasive procedures (NATSSIP flowchart)? No Is the document in support of avoiding a 'never event' as defined in WHC/2018/12 ? No Is the Nurse Staffing Levels (Wales) Act 2016 relevant to this document? No	
What will be/is the aim of the document? What risks are being mitigated? Community Treatment Orders (CTOs) provide a statutory framework for community patients to receive their aftercare. It also allows conditions to be applied to the patients and gives the Responsible Clinician (RC) the power to recall the patient to hospital for treatment if it becomes necessary. Hence, for suitable patients, CTOs will provide a positive alternative to treatment in hospital and an opportunity to minimise the disruption in their lives and reduce the risk of social exclusion.	
What is the scope of this document? This policy is applicable to employees within all mental health inpatient settings, community settings and general hospital settings where patients are subject to Community Treatment Orders.	
Which other UHB written control documents will be/are relevant to the document?	

363 – Hospital Managers Scheme of Delegation Procedure

741 – Patients rights procedure mental Health act 008 - Consent to Examination and Treatment Policy

214 – The provision and access to the IMHA Service Policy

Patient Information – does this document require patient information? Yes

Is this available on the patient information library? No

If no – a patient information leaflet requires to be developed in line with the [307 Production of Patient and Carer Information Policy](#) (opens in new tab) Patient information is provided by Welsh Government as this is a statutory function under the MH Measure Wales 2010. Advocacy Service also provides its own information.

Collaboration with others:

Type 1 – compliance collaboration

Involvement is an essential component of developing, adopting or reviewing the document. Please indicate which of the following need to be considered when developing/reviewing this document

Compliance with legislation/regulation/alerts	Yes
Equality and diversity	MUST be undertaken
Consent	Yes
Deprivation of Liberty Safeguards DOLS	No
Mental Capacity Act MCA	Yes
Mental Health Act MHA	Yes
Safeguarding	No
Data Protection/records management/information governance	Yes
Welsh Language	Yes
Counter Fraud	No
National Safety Standards for Invasive Procedures	No
Alert/NCEPOD	No

Type 2 – interested parties collaboration

Interested parties	Mental health Medical staffing MHA Scrutiny Group MH Ward Managers Forum Community Mental Health Team Managers Forum
NICE/National Guidance	No
Patient Information	No
Training/Learning & Development	No
Legal	No
Financial	No
Workforce	No
Medical Devices	No
Maternity	No
Infection Prevention	No
Business Continuity/Emergency Planning	No
Medicines Management	No
Others	WWAMH Reading Group

Further information

Enter any relevant information

Name of person completing DAF: Sarah Roberts, Mental Health Legislation Manager

Date completed: 02/08/2023