



Email: crccg.ardenifr@nhs.net

Telephone: 02476 553 344 and ask for the IFR team

If you require this leaflet in an alternative format such as large print, Braille, audiotape, easy read or in a different language, please contact us on: 02476 324399 or email:

contactus@warwickshirenorthccg.nhs.uk

Making a complaint

If you remain unhappy after making an appeal you can contact the CCG:

By Post:

NHS Warwickshire North CCG
Complaints Team, 2nd Floor
Heron House,
Newdegate Street,
Nuneaton,
Warwickshire,
CV11 4EL

By email:

WARNOCCG.WNCCGComplaints@nhs.net

By telephone: 024 7632 4399

You have the right to take your complaint to the Parliamentary and Health Service Ombudsman, if you are not satisfied with the way your complaint has been dealt with. You can contact the Ombudsman by:

Website: www.ombudsman.org.uk

Telephone: 0345 015 4033

Address:

The Parliamentary and Health Service Ombudsman,
Millbank Tower,
London SW1P 4QP

Individual Funding Requests

How NHS Warwickshire North Clinical Commissioning Group Considers Individual Funding Requests



What happens if the IFR Panel does not agree to fund the treatment?

Appeals can only be made if you feel:

- The Panel did not follow the proper process
- The Panel did not take all relevant evidence available to them into consideration.

You or your doctor / specialist can appeal within three months of the original IFR Panel decision. To ensure a fair process, all appeals will be considered by a separate IFR Review Panel. The IFR Review Panel will not consider new evidence. If new evidence becomes available your doctor / specialist can re-submit the application to the IFR panel.

Further Information

Further Information, including a copy of the IFR policy, can be found on the Clinical Commissioning Group's website:

www.warwickshirenorthccg.nhs.uk/About-Us/Policies-and-Guidelines

Alternatively you can contact us:

Coventry and Warwickshire Individual Funding Request Team
NHS Coventry and Rugby CCG
Parkside House
Quinton Road
Coventry
CV1 2NJ

Patient Information

This leaflet tells you what happens when you and your doctor / specialist think you might benefit from a treatment that is not usually available on the NHS for people in your circumstances.

Every year the Clinical Commissioning Group (CCG) receives a set amount of money from the Government. The CCG has a duty to spend this money in a fair and efficient way, taking into account the health needs of the whole local community, for which the CCG has commissioning (funding) responsibility.

In some instances your doctor / specialist may think your case is very different to other people with your condition and because of that difference, you may be able to have a treatment that is not routinely provided. We refer to this as having clinically exceptional circumstances. Requests for this type of treatment must be made through an Individual Funding Request (IFR). You cannot apply for funding yourself. It is your doctor's responsibility to present your exceptional circumstances and provide evidence to support the request.

When can an Individual Funding Request (IFR) be made?

It is possible to make an IFR in the following situations:

- When the CCG does not have a policy stating who can have the treatment that is being requested
- When the CCG has a policy, but your clinical circumstances do not meet the criteria for treatment
- When the CCG has a policy stating that it will not routinely fund the treatment
- When you have a rare medical condition that is not covered by a CCG policy.

What does exceptional mean?

Your clinical circumstances may be considered to be 'exceptional' if:

- You have clinical features that make you significantly different from other patients who have the same clinical condition
- You are likely to gain significantly more clinical benefit from the intervention / treatment when compared to other patients with the same condition.

The fact that a treatment is likely to be successful in producing the desired or intended result is not by itself an exceptional circumstance.

The Panel has to consider if there is likely to be a group of patients:

- With the same or similar clinical circumstances,
OR
- Whose clinical condition means that they could make the same request,
OR
- Who could be expected to benefit from the requested treatment to the same or similar degree.

What happens to the application?

The IFR Team will advise your doctor / specialist in cases where a treatment is covered by an existing policy. If the request is not covered by an existing policy, or you fall outside the criteria of a policy, the request will be submitted to the IFR Panel. The IFR Panel generally meet once a month. The Panel includes at least one clinician.

How does the IFR Panel make decisions?

Decision making is based on the CCG's Individual Funding Request Policy. We try to make these difficult choices in a robust way which is fair, clear and consistent. If the Panel considers the request to be exceptional, it reviews the following criteria:

- **Clinical effectiveness** – If the treatment is likely to be beneficial and safe
- **Cost effectiveness** – How much it costs to achieve the health benefit predicted. The proposed treatment should be the most cost effective option that meets the clinical need
- **Affordability** – Resources used to support an individual patient will reduce the availability of resources for other treatments / services.

Information submitted to the panel is anonymised. Only your medical condition will be considered as part of the IFR process. Social and personal circumstances cannot be taken into account. This is because everyone has their own individual value and role. These factors cannot set your case apart from that of another person without implying that one person is more deserving than another because of who they are or what they do.

If there are likely to be other similar patients who would also benefit from the requested treatment, the Panel cannot agree funding under the IFR process. In this instance the CCG may need to consider developing a new service as part of a prioritisation process.

A letter stating the Panel's decision and the reasons for it will be posted within five working days of the Panel meeting. This will be sent to the doctor / specialist and to you (unless otherwise indicated on the request).