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**Children’s Community Occupational Therapy Referral Criteria**

The Children’s Community Occupational Therapy service is designed to provide assessment and a range of therapeutic interventions for children who have a complex, severe or enduring physical and/or developmental condition that significantly affects their ability to achieve their potential in activities of daily living.

**Referral Procedure:**

We accept referrals from health care professionals and education professionals e.g. allied health professional, school nurse, GP’s, community child health paediatrician, teacher, educational psychologists. We also accept referral from parents and young people (over 16 years) who have previously been known to the service.

* **Referral Criteria:** All referrals must clearly indicate the **functional** difficulties that are appreciably impacting upon performance with occupations (self-care, school / college skills and / or play / leisure activities). Referrals should be sent with the parent and teacher questionnaire detailing specific OT functional goals to be addressed.
* The difficulties indicated must be **out of line with the child / young person’s physical and cognitive level of development.**

A 'functional difficulty' may include but is not limited to:

* Being able to feed independently
* Being able to dress independently
* Being able to play with toys and games
* Being able to access the curriculum eg difficulty with hand function eg writing
* Accessing suitable toileting/bathing facilities

**Referral Guidelines:**

1. For children with complex neurological conditions a referral and consent form is required.
2. For children in primary school (4-11) without complex physical neurological conditions. Prior to referral please follow the Primary Referral Pack and follow the flow charts and implementing specific task orientated activities from our website for a minimum of 12 weeks prior to referral ([www.oxfordhealth.nhs.uk/children-and-young-people/oxon/integrated-therapies/occupational-therapy-2/activity-sheets/](http://www.oxfordhealth.nhs.uk/children-and-young-people/oxon/integrated-therapies/occupational-therapy-2/activity-sheets/)). Difficulties must be significant and persistently interfere with functional activities that have not improved with practice. If a referral is then deemed appropriate, please complete the referral form, teacher questionnaire, parent questionnaire, consent form and supporting evidence from the activities completed.
3. For Under 4’s and Secondary Age Young People – please complete the OT referral form, consent form, parent questionnaire and teacher questionnaire

**All of the above forms must be returned at point of referral otherwise the referral will be returned without being processed.**

**Developmental Guidelines**

These are guidelines of what milestones should be achieved and if not, would then be appropriate for OT input (unless there is an underlying neurological condition).

By age three:

* Eat independently with a spoon
* Drink from an open cup
* Pick up small object with thumb and finger (pincer grasp)
* Build a tower of 8 wooden blocks
* Put large beads onto thick cord
* Independently take off clothes
* Completes simple shape form board
* Start to mark make on paper

By age four:

* Build a ten block tower
* Copy a vertical and horizontal line and circle
* Thread small beads onto a lace
* Eat independently with a spoon and fork
* Dress by self except fasteners and correct orientation (e.g. top back to front)
* Independent toileting with assistance for wiping
* Does simple 8 piece jigsaw puzzle

By Age Five:

* Hand dominance established
* Holding pencil to draw
* Can copy + X
* Can button large buttons
* Start to use a knife to cut soft foods
* Dress and undress with minimal assistance
* Completes 15 piece puzzle

By Age Six:

* Prints own name
* Can draw a line with a ruler
* Can attempt to spread butter onto bread
* Copy a triangle
* Colour within the lines
* Use scissors to cut out general shape

By Age 7:

* Fully independent with dressing including fasteners
* Independent toileting including wiping
* Attempt to tie shoelaces
* Able to use a pencil sharpener and eraser
* Able to form all letters of the alphabet correctly
* Functional use of knife and fork

Referral Forms:

<http://www.oxfordhealth.nhs.uk/children-and-young-people/oxon/integrated-therapies/making-a-referral/>

For more information about Occupational Therapy see the Oxford Health Website and or contact the local integrated therapies team. contact details on the Website.

<http://www.oxfordhealth.nhs.uk/children-and-young-people/oxon/integrated-therapies/occupational-therapy-2/>

OT Website Activity Sheets:

<http://www.oxfordhealth.nhs.uk/children-and-young-people/oxon/integrated-therapies/occupational-therapy-2/activity-sheets/>

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