

Referral Process For Cosmetic Procedures

Introduction

The primary aim of the Cosmetic policy is to ensure that there are criteria in place for access to treatment for a range of surgical treatments and procedures that have been deemed to be primarily cosmetic.

The Clinical Assessment Service was set up to ensure that Prior Approval is sought for all procedures prior to referral to secondary care to ensure that only clinically appropriate treatments are carried out.

Referral Process

All patients referred for procedures which are included in the cosmetic policy require PRIOR APPROVAL and should not be referred directly to secondary care.

The cosmetic policy can be accessed via the Derbyshire CCG Medicines Management website using the following link

<http://www.derbyshiremedicinesmanagement.nhs.uk/clinical-policies-home/clinical-policies/cosmetic>

Patients should only be referred if they meet the criteria outlined in the policy.

Funding approval should be obtained by referring for assessment to the NHS Derbyshire CAS for Cosmetic Procedures.

Although a number of services are visible for plastic surgery, on the choice menu in the **e-Referral** system, prior approval still needs to be sought for these procedures in the first instance.

If referrals for cosmetic surgery are sent directly to the plastic surgery department at alternative providers i.e. Sheffield or Derby, an appointment will not be offered and these will be returned to the GP practice causing delay.

This is a Nurse Led Clinical assessment service which can be found in **e-Referral** – under the speciality of **“surgery –plastic “**and the clinic types of **–“Not Otherwise specified”- “minor plastic surgery and laser “**. The service is called **“NHS Derbyshire CCG Nurse Led CAS for Cosmetic Procedures for all ages”**

All patient referrals should provide confirmation of how the patient meets the criteria for treatment

Additionally, the following information should be provided for patients being referred for Abdominoplasty and Breast Procedures:

- Smoking status (should be a confirmed non-smoker and/or documented evidence prior to procedure) for all breast surgery s and Abdominoplasty procedures

- Current BMI (which should be between 18-25 and within this range for 1 year as measured and recorded by the NHS) for breast surgery and abdominoplasty

Please ensure that when referring for Breast procedures that an accurate BMI is provided. 3D scanning will not be carried out if a patient's BMI is found to be over 25 on the day of the scan. This will result in a wasted appointment for the patient and unnecessary charges to the CCG.

If the above information is not provided the referral will be returned to the GP Practice

Once a referral has been received and activated it will be assessed by the Clinical Nurse Specialist to and the patient/GP will be advised of the outcome within 15 days.

Patients may be required to attend for medical photography or 3D body scans (see policy relating to Breast reduction/Asymmetry) to ensure that the patient meets the required eligibility criteria for treatment.

Please note that any possible cancer referrals should continue to be sent to your preferred hospital trust using the pro-forma for the urgent 2- week cancer wait.

Time scale and process for Medical Photography/3D Body Scans

If following the triage of the referral it is decided that the patient needs to attend for medical photographs a letter will be sent to the patient asking them to attend one of the following hospitals.

Royal Derby Hospital – patient will be sent a letter to book an appointment for medical photography, which the patient should attend within 5 working days of receipt of letter.

Royal Hallamshire Hospital - the medical photography department will contact the patient to make an appointment.

Breast Surgery scans

If the patient meets the BMI threshold for breast reduction/Asymmetry they will be asked to attend for a 3D body scan to assess whether they meet the policy criteria.

Skin Clinic Mapperley (3D Body Scans) – the clinic will contact the patient to make an appointment. Patient should attend within 10 working days of receipt of letter.

If patients do not attend within the time scale the referral will be cancelled and the GP will be informed.

Any medical photography/breast scans that are required for patients will be arranged by the Clinical Assessment Service.

In some cases this information will need to **be considered by a panel which will include primary and secondary care advisors**. Once a decision has been made the decision will be conveyed to the GP via the **e-Referral** system if appropriate /and or email. The patient will be sent a letter either with the outcome or in some cases to contact the GP for the outcome. If funding is approved the patient will be offered an appointment at a hospital of their choice which will be booked directly via the e- Referral system/or the GP will be requested to refer patients to a hospital of their choice (if not originally referred via **e-Referral**).

Appeals/Complaints Process

If a request is declined the policy does not provide a right of appeal and does not provide a right to request that the decision should be reviewed. However, the patient has a right to make a complaint about the policy under the NHS Complaints Procedure.

However, if a requesting clinician believes they have significant new clinical evidence that they did not provide in their first submission which they feel may make a difference to the decision made, they will need to submit a new referral with this evidence.

If the patient does not meet the policy criteria but the clinician feels that the patient is able to demonstrate "exceptional clinical circumstances an Individual Funding Request can be submitted.

To meet the definition of "exceptional clinical circumstances you must be able to show that your patient is very different from others in the same group of patients with the same condition/stage of the disease and has clinical features that mean they will derive much more benefit from the treatment being requested.

For further information on how to submit an IFR please follow the link below:

<http://www.derbyshiremedicinesmanagement.nhs.uk/clinical-policies-home/governance-policies>

If you have any queries about the policy/referral pathway please contact a member of the team via the generic inbox using plcv.priorapproval@nhs.net

NHS Derby & Derbyshire CCG Cosmetics Assessment Service Pathway

