Applying for Individual Funding Review in Hertfordshire

**Principles**

The NHS cannot afford everything, therefore the NHS can only fund treatments that are both clinically effective and cost-effective

Decisions on what treatments to fund must be rational and consistent

Policy for the Clinical Commissioning Groups (ENHCCG & HVCCG) is set by the Priorities Forum and the Herts Medicines Management Committee (HMMC)

Policy is informed by NICE Guidance, Human Rights and Anti-Discrimination Legislation

**Applying on the basis of exceptionality**

If Policy says "No" then the patient must be “Exceptional" to achieve funding

Exceptional means either: Unusual clinical comorbidities

Or a greater chance of benefitting from the treatment

Psychological Distress is not generally considered to be indicative of exceptionality

Most people (by definition) are not exceptional

So most of the panel’s judgements are “No"

**Process for applying for exceptionality**

There must be good evidence to support the intervention as being safe and effective

The intervention must be cost effective

The clinician (GP or consultant) makes the application, explaining alternative treatments which have been tried

The patient may wish to include a personal statement outlining the functional impact of their condition

If there is insufficient information to make a decision, then the application will be sent back for further information

Photographs may be helpful

If the applicant wishes to appeal the panel’s decision, then Bedfordshire’s panel will hear the appeal to judge whether the Hertfordshire panel applied due process and diligence

**If you do not agree with the policy**

If you do not agree with the policy, then please talk to the Priorities Forum or your CCG – do not make an Individual Funding Application

**If the patient is part of a cohort**

If the patient is one of many who might benefit from the proposed intervention, they are likely to be part of a cohort, and not suitable for Individual Funding – It may be appropriate to put a Business Case to the Priorities Forum or the HMMC
Individual Funding Requests

Information for patients

Frequently Asked Questions

1. Should I apply?

Your Doctor can make an Individual Funding Request if:

- Your particular condition makes you an exceptional case (see Individual Funding Requests Policy for definition of exceptional cases)
- The treatment that has been recommended to you by your Consultant/GP is not usually available on the NHS
- Your Consultant/GP can provide evidence that the treatment you are requesting is the most suitable for your condition

2. How do I apply?

Your Consultant/GP needs to complete an Individual Funding Request (IFR) application form and send it to:

Individual Funding Requests
East and North Hertfordshire CCG
Charter House
Parkway
Welwyn Garden City
Hertfordshire, AL8 6JL

Or by email to: ifr.hertfordshire@nhs.net

IFR application forms can be accessed by following the link below:


To help us make a decision we might need to ask for information about you from your medical records. To do this we need your written permission and there is a section on the application form which enables you to provide this permission. Information we receive about you will be treated with the strictest confidence and its use will comply with the Data Protection Act.

3. How will the decision be made?

All the evidence provided by your Consultant/GP about your case will be considered by the IFR team. The team includes pharmacists, doctors, nurses, and health service managers. The team follow the criteria for making decisions set out in the Individual Funding Requests Policy, which can be accessed via the link above.

All applications are carefully considered on the grounds of effectiveness (how much benefit can you expect from the treatment), fairness and cost.
4. How long will it take?

Once we have all the information we need to make a decision, your case will be considered using the criteria set out in the policy. Urgent cases will take no more than 5 working days and more routine, non-urgent requests may take up to a maximum of 6 weeks. IFR Panel meetings happen once every month and the Panel will review cases where the decision is not straightforward or where the CCG has initially declined to fund the request and your doctor asks us to have another look. If your case is very urgent, and a decision cannot wait until the next IFR Panel meeting, a decision will be made as quickly as possible using the same criteria.

Once a decision has been made, you and your doctor will be informed of the decision and the reasons for it.

5. My application has been rejected. What support is there for me?

The IFR Team can support and advise you through the appeals process, please contact:

Anne Southworth on 01707 369681

Or by email at: ifr.hertfordshire@nhs.net

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If it is not possible to fund your treatment, a letter will be sent to the person who made the application for you. This may be your GP, hospital consultant or healthcare professional but in any case your GP will be informed about the decision. A copy of this letter will be sent to you as well. You will need to talk to your doctor about other treatment options available for you.

6. My application has been rejected. Can I ask for a review of the decision?

When we write to you with a decision, if your request was unsuccessful, we will send you details of how to request a review should your doctor wish to do so. The review process is intended to look at whether your case was handled fairly, and the proper decision making process was used.