

Process for AC/CC

- Local authority should notify the Care Inspectorate of the death as soon as is reasonably practicable using DAC1 or DCC1 and copy to Scottish Government Looked_after_children@gov.scot
- If the young person was receiving support from a registered care service at the time of death, the service also has a duty to notify the Care Inspectorate
- Liaise with your local area child death review group, strategic group with responsibility for corporate parenting and where appropriate the relevant public protection group to agree the review approach. Within **28 days** provide an update to the Care Inspectorate. Our expectation is that initial information will have been gathered and progress made towards a recommendation about the type of review to be undertaken.
- We encourage partners to always consider a learning review. Other multi-agency review approaches may however better reflect the circumstances of the young person's death.
- Whatever type of review is agreed should be proportionate and informed by the young person's individual circumstances and the services involved in their care and support. Wherever possible, there should be only one multi-agency review for each young

Learning review process

- Where the decision is made to conduct a [learning review](#), notify the Care Inspectorate using the learning review eform.
- Timescales for completion should follow the [Learning Review guidance](#). On completion of a learning review, submit the report to the Care Inspectorate.

Other review process

- If the death is reviewed through a process other than a learning review, there is no current requirement to submit the report to the Care Inspectorate

Following completion of a review, a core review dataset should be completed online and uploaded to the National Hub via the secure electronic portal. Only one dataset should be completed. You should agree with your local area child death review group who will be best placed to do this. A copy of your report is not required. NHS Board and local authority implementation leads for child death reviews have been provided with information on how to access to the portal. For more information, contact his.cdrnationalhub@nhs.scot

NB

If the subject of a review is a young person over 18 who was looked after by or receiving continuing care from the local authority, then recognition should be given to their status as an adult. It may be appropriate, therefore, to work alongside the Adult Support and Protection Committee. The CPC Chair should meet with the ASPC Chair to agree how the review will be conducted and who will take the lead.