

Appeals

The role of the Appeals Panel is to ensure that the IFR Panel has followed the correct process in reaching the original decision, and that all submitted information was fairly considered.

The Appeals Panel meets within 30 working days of the appeal being submitted.

The appeals process is not the appropriate route for communicating your disagreement with the decision, it can only consider whether due process has been followed.

For more information, advice or support

If you wish to discuss the progress of an IFR application, please contact the IFR team either by email at ifrteam@nhs.net or by writing to:

IFR team
2nd Floor
Marmion House
Lichfield Street
Tamworth
B79 7BZ

For a copy of the IFR policy please visit
www.sesandspccg.nhs.uk

Other Formats

If you need a copy of this leaflet in large print, braille, an audio version or in other languages please call.

PATIENT'S GUIDE TO INDIVIDUAL FUNDING REQUESTS FOR RESIDENTS IN:

South East Staffordshire and Seisdon Peninsula CCG
Stafford and Surrounds CCG
Cannock Chase CCG
East Staffordshire CCG

**This leaflet tells you what happens when you
and your GP or Consultant think that you might
benefit from a treatment that is not usually
available on the NHS**

Background

Your clinician has recommended a treatment option which is not routinely funded by the NHS, and has requested funding via the Individual Funding Request (IFR) route. In order to comply with the IFR funding criteria your case must demonstrate 'exceptionality'.

All Clinical Commissioning Groups (CCGs) are legally obliged to stay within the financial budget set annually by the Government. CCGs have many difficult funding decisions to make within limited resources, and is not able to support all requests for new drugs or treatments.

The Individual Funding Request

A CCG can only fund an IFR request for treatment when a patient's condition is considered 'exceptional'. In this context 'exceptional' means an unusual set of clinical circumstances that do not conform to the usual presentation of that illness, compared to other patients with the same condition at similar stage. As a consequence, CCGs only funds a very small number of cases through the IFR route.

The Process

If your doctor feels that you have exceptional clinical circumstances which set you apart from the normal presentation of the illness:

- An application may be made for individual funding.
- This entails a detailed explanation of your condition, making a case for your exceptional clinical presentation.
- You will be offered the opportunity to write your own patient statement, providing relevant information about your illness.
- Cases are initially reviewed by the pre-screening Panel to assess whether the IFR criteria have been met.
- Those cases considered exceptional are then assessed and discussed in detail by the IFR Panel.
- The IFR Panel includes strong clinical representation.

Communication

- You will receive notification of the progress of your application at all stages of the process.
- Provided you have consented on the application form, we will write directly to you 10 days after the IFR meeting, confirming the Panel decision.
- Please note all decisions are communicated in writing, and no decisions are given over the phone. This is to ensure patient confidentiality.
- Patients are encouraged to discuss queries with the requesting clinician, or to put them in writing to the Panel.

Exceptional Circumstances

It is the responsibility of your clinician to make a case which sets out the following:

- Justification that **your clinical condition is exceptional** when compared to other patients with the same condition.
- Reasons why you are **more likely to benefit** from this treatment than other patients in the same situation.
- If a case for exceptionality cannot be made, **it would be inequitable for the respective CCG to fund a treatment for one patient which has not been prioritised as available treatment for all patients within that CCG.**

Exclusions

The IFR Panel is unable to consider the following factors in reaching its decision:

- Social factors.
- The fact that this is your preferred treatment choice.
- The fact that other CCGs may have chosen to prioritise the requested treatment instead of other treatments.