



Lister House Surgery

Patient Information Leaflet

NHS Continuing Healthcare (CHC) Checklist Requests

At Lister House Surgery, we understand that arranging care and support can feel difficult, particularly when a patient's needs are changing. This leaflet explains how requests for NHS Continuing Healthcare (CHC) checklists are managed, who may be able to complete them, and how we can support patients and families through clear signposting.

What is NHS Continuing Healthcare?

NHS Continuing Healthcare, often called CHC, is a package of care arranged and funded by the NHS for adults who have significant ongoing health needs. A CHC checklist is a screening tool used to help decide whether someone should be referred for a full CHC assessment.

Who can complete a CHC checklist?

A CHC checklist should be completed by a health or social care professional who is familiar with the patient's current needs and has appropriate knowledge of the CHC process and national framework. This may include trained NHS nurses, district nurses, social workers, care managers, other clinicians, or care providers. The CHC office does not complete checklist forms and is not commissioned to do so; their role usually begins if a completed checklist is positive and a further assessment is required.

Can Lister House Surgery complete the form?

Lister House Surgery will always try to support patients appropriately. However, the practice does not have staff who are trained to complete CHC checklists. These are detailed documents and should be completed by a health or social care professional who has the appropriate knowledge, training and access to the relevant care information. We can support patients and families by signposting them to the most appropriate service, such as community nursing, social care, a care provider, or the local CHC team.

Who should I contact?

- If the patient is known to a district nursing team, they may be able to advise or complete the checklist.
- If the patient has a social worker, the social worker may be able to complete or support the checklist request.
- If the patient is not known to community nursing, social care, or a care provider, these services may be able to advise who is best placed to complete the checklist. The CHC office does not complete checklists but may become involved if the checklist outcome is positive and a full assessment is required.

- If there is uncertainty about whether the person's needs are mainly health-related or social care-related, the CHC team can provide further guidance.

What happens after a checklist is completed?

The checklist does not decide whether someone is eligible for CHC funding. It only helps decide whether a full assessment is needed. If the checklist is positive, the person may be referred for a full assessment. If it is negative, this means a full CHC assessment is not required at that stage.

How Lister House Surgery can help

Lister House Surgery can help by reviewing the request and signposting patients or families to the most appropriate service. Where appropriate, and with the correct consent or request process, we may also be able to share relevant medical information to support the assessment process. While we are unable to complete the CHC checklist ourselves, we will aim to provide clear guidance about who may be best placed to help.

Important information

- A request for a CHC checklist does not mean that CHC funding will be agreed.
- A positive checklist means that a full assessment may be needed.
- The checklist should be completed by someone with appropriate knowledge of the patient's current needs. This cannot be completed by Lister House Surgery or the CHC office.
- The most appropriate professional may depend on who is already involved in the patient's care.

If you need further advice

If you think a CHC checklist might be needed, please speak to a health or social care professional who is already involved in yours or the person's care. This could be a district nurse, social worker, care provider, community service, or the local CHC team. Lister House Surgery is also available to support with signposting to the most appropriate service.

Information and Advice

Contact the Derby and Derbyshire CHC team on CHC is 01332 401821

[NHS continuing healthcare - Derbyshire County Council](#)

[NHS continuing healthcare - Social care and support guide - NHS](#)

Beacon are a social enterprise organisation that have been funded by NHS England to provide free information and advice about Continuing Health Care.

Their advice line is available if you want to discuss a Continuing Health Care decision or would like advice about the process, telephone: [0345 548 0300](tel:03455480300)