



Individual Funding Requests

GP Guide for IFR Management

What is an Individual Funding Request (IFR)?

An individual funding request is a request for a treatment that is not routinely funded by the commissioners of that treatment pathway or covered by an existing

Why Do We Need IFRs?

The Individual Funding Request process is needed to make sure that requests for treatments the CCG does not normally fund are assessed in a fair and equitable manner as part of a robust decision making process that will stand up to due diligence and scrutiny.

The IFR process cannot be used as a means to progress the funding of a service development as, by their very nature, they are meant to be clinically exceptional, i.e:

- The patient's clinical circumstances fall outside existing local NHS commissioning policies for funding the requested treatment;

Or

- The patient is suitable to enter a clinical trial which requires explicit funding by the Commissioner;

Or

- The patient has a rare clinical circumstance, thus rendering it impossible to carry out clinical trials, and for whom the clinician wishes to use an existing treatment on an experimental basis.

Where Can I Find Our CCG Policies?

The CCG commissioning policies and guidelines are available via the "Policies" tab on your local CCG website.

Select the "Commissioning/Individual Funding Requests (IFR)" link or select the "Area Prescribing Committee" link if you are looking for prescribing information.

Need Advice On IFRs Or Policies?

GPs (or practice staff) can ask a question about our commissioning policies or about an IFR application on behalf of their patients.

Email: nhsworcs.fundingrequests@nhs.net

Phone: 01527 482930

Or

Medicines Management Team: 01905 681977
(for medicine related issues)

Want to know more about the IFR Process?

The IFR Team are happy to invite GPs to attend IFR Training, which would provide more detail on the process itself. Alternatively, we can provide group presentations, for example to Practice Managers or GPs.

For more information please contact: 01527 482930

IFR Applications:

You can access the IFR Proforma by visiting your local CCG website (follow the instructions above in the "where can I find our CCG policies?" section).

There are 2 ways to make an IFR application:

Email: nhsworcs.fundingrequests@nhs.net

Post: The IFR Panel, Barnsley Court, Barnsley Hall Road, Bromsgrove, Worcestershire, B61 0T

Please make sure that your application includes a completed IFR Proforma and any other relevant clinical information/clinical letters you want the IFR Panel to review in support of the request.

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What to do if a patient requests, or you are considering a referral for, a treatment not routinely funded

1. Is there an existing service or policy?



Yes



No - Go to 3

2. Does the patient meet the clinical criteria for treatment?



Yes - Refer to Service



No

3. Does the request meet one of the following requirements for consideration as an IFR:

- a. There is sufficient clinical evidence to confirm that the patient is experiencing clinically exceptional circumstances to those patients covered by the local, regional or national policy; OR
- b. The request is for a patient to enter a clinical trial which requires explicit funding; OR
- c. There is no local, regional or national guidance and the patient has a rare clinical circumstance which means that clinical trials cannot be carried out and the request is for the use of an existing treatment on an experimental basis



Yes



No - Advise Patient that the request cannot be progressed

4. Do you think that there are likely to be more patients within Worcestershire requiring the same treatment?



Yes



No - IFR Application

5. This is likely to be a service development. The treating clinician will need to submit a business case through their trust.

Note: Such requests will NOT be funded during the current financial year

If you would like this information in alternative formats or languages contact the Communications Team on 01905 681956 or email: ccgcomms@worcestershire.nhs.uk