

**Reconsideration by the IFR Panel following a Decision Review Committee referral**

The IFR Panel will reconsider its decision, ensuring that it addresses all the points raised by the DRC. The DRC does not have power to authorise funding for the requested treatment, but may make recommendations to the IFR Panel. If the IFR Panel confirms its original decision, clear reasons must be given for not agreeing the funding request.

# My Individual Funding Request has been declined

## What can I do now?

**Can I take this further? The NHS complaints procedure**

Under the NHS complaints procedure and in line with the NHS Constitution, a patient who has been refused funding for treatment is entitled to complain and to have their complaint investigated.

For more information, visit  
[www.oxfordshireccg.nhs.uk/ifrreview](http://www.oxfordshireccg.nhs.uk/ifrreview)

If you wish to talk to someone about this, or to make a complaint, contact Patient Services on: 0800 052 6088

**Or write to us at:**

Oxfordshire Clinical Commissioning Group  
Jubilee House  
5510 John Smith Drive  
Oxford Business Park South  
Oxford  
OX4 2LH



Oxfordshire Clinical Commissioning Group has an Individual Funding Request (IFR) policy which sets out how we assess each application and make our decision about funding for 'low priority treatments' or 'treatments not normally funded'. We aim to make these difficult decisions in a way which is fair, consistent and equitable.

Your doctor and you will hear the result of your funding request within two weeks of the IFR Panel decision. If you have been declined funding for your treatment you will receive a copy of the letter sent to your doctor explaining the reasons for this decision.

### **Can I ask the IFR Panel to reconsider?**

If you are not satisfied with the outcome of the IFR Panel, your doctor has the option to have the request reconsidered. This would ONLY be the case if there is NEW clinical information to support the request. If the new information significantly changes the nature and strength of the case originally submitted, you may wish to request an appeal against the decision and for the Panel to consider the case again.

### **Can I appeal the decision of the IFR Panel?**

There are three grounds for requesting an appeal of a decision by the IFR Panel;

1. That the Panel did not follow the CCGs procedures and policies
2. That the Panel members misunderstood the medical evidence
3. That the decision of the Panel was, in the opinion of the requesting clinician, one which no reasonable IFR Panel could have reached.

A request for an appeal can be made by the doctor who made the original request, or by you the patient or by your carer or relative. The request MUST be supported by the doctor who made the original funding request and MUST be made within three months following the date of the IFR Panel decision letter.

The request for an appeal will be considered initially by the Director and Assistant Director of Quality. If there are grounds for a review, a meeting of the Decision Review Committee will be called. If there are insufficient grounds for an appeal the Director of Quality will write to you explaining the reasons for the decision not to review.

### **What happens at the Decision Review Committee?**

The Decision Review Committee (DRC) will examine all the documentation which was considered by the IFR Panel, the minutes of the meeting and the decision letter. No new written or oral information will be considered and in order to be fair to all patients, there will be no representation by the IFR Panel, the requesting clinician; the patient or carer/relative.

### **The DRC will be able to make one of the two following decisions:**

1. To uphold the decision made by the IFR Panel. The DRC will be able to choose this option even if it considers there have been procedural errors or inconsistency with commissioning policy, if it believes that there would not be a prospect of the requested treatment being approved by the IFR Panel if it were to reconsider the case.
2. To refer the case back to the IFR Panel with detailed points for reconsideration. The case will then be considered at the next scheduled monthly meeting of the IFR Panel.

The Chair of the DRC will write to the referring clinician and the patient or their carer/relative informing them of the outcome of the meeting and the reasons for the DRC's decision. If the IFR Panel decision has been upheld, the letter will set out the remaining options for pursuing a complaint through the NHS Complaints Procedure.