

Our Ref: NG/RM/26096  
Date: 13<sup>th</sup> April 2026

Nicola Griffiths  
Deputy Director of Governance  
North Staffordshire Combined Healthcare NHS Trust  
Lawton House  
Bellringer Road  
Trentham  
ST4 8HH

Reception: 0300 123 1535

Dear

### Freedom of Information Act Request

I am writing in response to your e-mail of the 25<sup>th</sup> March 2026. Your request has been processed using the Trust's procedures for the disclosure of information under the Freedom of Information Act (2000).

#### **Requested information:**

Under the Freedom of Information Act I would like to request the following information.

1. Does your NHS trust provide any mental health services for under 18 year olds (e.g. CAMHS)? **Yes**

If you do not, please reply stating that you do not provide mental health services for under 18 year olds and none of the other questions of this FOI are required as they are not relevant.

If you do provide mental health services for under 18 year olds:

- What is the age brackets for the mental health services for young people before they move to adult services (for example 0-18 year olds or 0-25 years old)? **0-18 years old**
- What do you call this service (for example Child and Adolescent Mental Health Services (CAMHS) or if there is a specific name you use)? **Children and Adolescents Menta Health Services (CAMHS).**
- What methods of referral do you accept (for example- referrals from GPs/schools)? **Both schools and GPs.**
- Are self-referrals an option? If so what are the requirements (e.g. minimum age)? **Yes, we offer self-referrals via Trust Portal, no age limit.**
- What is your method of advising patients of appointments (e.g. text/post)? **According to individual preferences – a txt, an email, or a letter.**

I would also like to request a blank document of the following forms:

- The form used by GPs/ schools to refer a young person. **GPs and schools have their own electronic version of referral.**
- The form used if a young person is referring themselves. **The form used by a young person is an online version on the Trust Portal.**
- Any forms that are provided at the first appointment for the young person/ parent to fill out in regard to contact information, preferences of methods of contact, who is attending the appointments etc. **Please see Appendix 1 attached.**
- Any relevant forms to indicate who is attending the appointment/ aware of the referral (young person/ their guardian/ both) and which of the two should be contacted and if there is a preference of contact method. **Please see Appendix 1 attached.**

If you are dissatisfied with the handling of your request, you have the right to ask for an internal review of the management of your request. Internal review requests should be submitted within two months of the date of receipt of the response to your original letter and should be addressed to: Dr Buki Adeyemo, Chief Executive, North Staffordshire Combined Healthcare Trust, Trust Headquarters, Lawton House, Bellringer Road, Trentham, ST4 8HH. If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. The Information Commissioner can be contacted at: Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF.

Yours sincerely



**Nicola Griffiths**  
**Deputy Director of Governance**

# ■ All About Me ■

## ■ What's Most Important to Me

Write about your family, pets, hobbies, dreams, or anything special to you.

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## ■■■■■ People Who Are Important to Me

Who helps you feel safe and happy? Write their names and why they matter.

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## ■ Emergency Info

What should people know in an emergency? Who should they call?

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## ■■ How I Communicate

How do you like people to talk to you? Do you use any tools like hearing aids or glasses?

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## ■ My Wellness

What does a good day look like? What about a bad day?

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## ■■ Keeping Me Well

What helps you stay happy and healthy? What makes you feel unwell?

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## ■ Please Do / ■ Please Don't

What should people do or avoid when helping you?

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## ■ How and When to Support Me

When do you need help and how should people help you?

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## ■ My Strengths

What are you good at? What helps you cope? What are you proud of?

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## ■ Also Worth Knowing

Tell us more about your life, likes, dislikes, and fun facts.

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## ■■ Reasonable Adjustments

Do you need anything special to help you?

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## ■ I was helped by...

Who helped you write this?

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