

Referral from (Agency):

Referrer's Name & Position:

Email:

Telephone:

Client's Name:

Client's Signature:



Telephone:

DOB:

Email:

Home Address:

Emergency Contact:

Name:

Relationship to client:

Telephone:

GP Contact Details:

Existing Key Worker:

Name:

Email:

Telephone:

Does the client have any personal, cognitive or medical issues that may affect their participation in the group? If so, please outline:

Risk factors:

[Empty text box for Risk factors]

Supportive factors:

[Empty text box for Supportive factors]

Reasons for referral:

[Empty text box for Reasons for referral]

I, the referrer, have the consent of the person named above to make this referral:

Signature:

[Empty signature line]



Date:

[Empty date line]

**GENERAL DATA PROTECTION REGULATION (GDPR):**

As per GDPR requirements\* do I have your permission to hold this information safely and securely in a secure folder in Ballyfermot Chapelizod Partnership, and as the Mental Health Team Lead for HEADSUP?

Yes

No

*Note: We will hold the information safely and securely within HEADSUP for the whole purpose of working with you as a participant on the HEADSUP programme and thereafter for future wellness events and training/employment communication. Legally we hold this information for 7 years - however, if at any stage you are not working with us as a participant and wish us to delete your personal information, we will absolutely do this safely, confidentially and securely.*

*\*On the 25th May 2018 the EU General Data Protection Regulation, known as GDPR, came into effect. GDPR imposes additional obligations on organisations and gives extra rights around how people's' data is used. For more information please go to [www.dataprotection.ie](http://www.dataprotection.ie)*

**PLEASE POST REFERRAL FORM TO:**

Tom Conroy, Mental Health Coordinator, Ballyfermot Chapelizod Partnership, 4 Drumfinn Park, Ballyfermot, Dublin 10, D10 AY66. (MARK 'PRIVATE & CONFIDENTIAL')



**OR EMAIL TO:** [tconroy@bcpartnership.ie](mailto:tconroy@bcpartnership.ie)