MEDICAL MATTERS

Medication

Current Diagnosis

Hospital Admissions

Hospital	Reason	From	To

Employment Details

Please tick: **Employed** ☐ **Unemployed** ☐

Employer

Name

Address

Postcode

Telephone

Income Details

	£	p
Earned income		
Other income		
Sub Total		
DSS Benefits		
Type		
Type		
Type		
Type		
Overall Total		

Placement Required

Emergency Residential ☐ NOTE 3

Floating Support ☐ NOTE 1

Residential:

Short Term (up to 1 year) ☐

Mid Term (1 to 2 years) ☐ NOTE 2

Other Helpful Information

Smoker: Yes ☐ No ☐

Is applicant on any of the following housing waiting lists? *Tick*

Stratford-on-Avon ☐

Warwick ☐

Other ☐

Where the place requested is for an emergency placement are Statutory Services willing to top up to the full cost of charges?

Yes ☐ No ☐

Details of Statutory Support Available: (community team, specialists such as psycologist, etc.)

NOTE 1: The client must be in their own accommodation and eligible for housing benefit. **NOTE 2:** This may be extended in certain cases.
NOTE 3: Emergency placements may only be considered where there are no suitable candidates on our waiting list.

Picture of Applicant (please include interests, hobbies, talents, social habits, leisure pursuits, personality, approach to life, prejudices, capacity to learn, coping with problems, tidiness, ability to cook & ability to communicate)

Social History (Brief history and background including life experiences and family relationships)

Additional Information (Please include details about extended family and their involvement: i.e. what form this takes, any safety issues to consider).

What are the things the applicant will need help with?

Psychological	☐	Medication	☐	Life skills	☐	Social contact	☐
Informal carers	☐	Leisure	☐	Housing	☐	Family work	☐
Finance	☐	Interpersonal	☐	Physical	☐	Occ/employ	☐

Brief Summary of the above Needs

Current Risks to Self and others

(this is important to establish the suitability of an applicant to shared living or one to one work with staff)

SCORE	OUTCOME	DEFINITION
0	Not Applicable	*Only use where there is no history.*
1	Negligible	Easily manageable, no threat to staff/public/clients/self/children
2	Slight	Less easy to manage, slight threat
3	Moderate	Problematic management, threat
4	High	Hard to manage. Serious threat
5	Very High	Extremely difficult to manage. Dangerous.

Use the scores in the table above to mark the severity and likelihood in the table below

Risk Factor Score each factor with severity and likelihood, using the scoring table above	Severity	Likelihood	*Official use*
Harm to others			
Physical violence or abuse/sexual abuse directed towards others			
Abusive language or threat of physical violence or abuse/sexual abuse directed toward others			
Neglect of dependant (child, other adult, older adult, disabled etc)			
Other verbal abuse (eg emotional)			
Neglect/abuse of animals			
Harm to self			
Self mutilation/self harm			
Suicide attempts			
Self neglect (eg diet, physical health, personal care)			
Domestic neglect (eg personal safety, cleanliness)			
Drug /Alcohol abuse			
Harm from others			
Victim of exploitation/abuse/assault by others			
Other risk behaviour			
Arson, criminal damage			
Destruction/theft of personal property			
Refusal to comply with therapy/medication/treatment			
Absconsion from service			

If you have any queries regarding how to complete this form, what information is required and/or what should be enclosed then please telephone **01789 297400**.

What Next

The form should be signed by at least two of the people listed below, one of whom must be the applicant. Please send the completed application form along with a completed monitoring form and a copy of the relevant sections of the latest NHS CPA risk assessment documents and any other supporting information you may wish to enclose to:

Janet McCutcheon,
The Mustard Tree Project, 23 Wood Street, Stratford-upon-Avon, Warwickshire CV37 6JF

Signed			Date
	Applicant		
	Social Worker		
	C.P.N.		
	Psychiatrist		

THE MUSTARD TREE PROJECT

APPLICATION FORM

The Mustard Tree Project offers support services to clients regardless of their race, skin colour, political or religious beliefs or sexual preferences. The Mustard Tree Project's decision as to who to offer support is based upon the vacancy in question and individual's merit and not on any other grounds.

The Data Protection Act 1998 regulates the way in which certain data about clients, both in paper and electronic form, is held and used. The Mustard Tree Project holds and processes information about Applicants. All information is held securely, and we treat all information as confidential, as such do not share any details unless there is a legitimate need to know.

Full details of our Equal Opportunities Policy and Processing of Information Policy are available upon request.

Please complete as much of the form as possible – the more complete the information the better able we are to make appropriate decisions regarding the offer of services. Missing information may affect our ability to offer support.

Details of Applicant

Name	D.O.B	Age:

Nat Ins No. (req[d]. for application to fund place):	Sex: Male/Female

Current Address

Postcode:
Telephone:

Current Residence

Type of Accommodation
Number of rooms access to
Community facilities
Heating
Own cooking facilities
Shared / Single (please delete)

Next of Kin

Name:
Address:
Postcode:
Telephone:

GP

Name:
Address:
Postcode:
Telephone:

Psychiatrist's Name:	Telephone:

CPN's Name:	Telephone:

Social Worker's Name:	Telephone:

Other Significant People

Name:
Address:
Postcode:
Telephone:

Other Significant People

Name:
Address:
Postcode:
Telephone: