

Referral Form

Charter Recovery Housing provides short term (up to 2 years), accommodation for people who are currently, or about to become, homeless or are unsuitably housed, and who have some support needs. A detailed assessment of the support required is important. This ensures that the level of support available is suitable for someone before they are offered accommodation.

To be offered accommodation the applicant should be able to demonstrate:

- That they are vulnerable and require support.
- That the support that they require can safely be met by the support that is available.
- That they have the right to remain in UK.
- That they have, or will have, sufficient income to afford the property.
- That they are currently abstinent in relation to illicit substances and alcohol, and on a stable prescription with a comprehensive reduction plan in place.
- That they are willing to fully engage with the support programme provided, including group work, activities and one-to-one sessions.
- That they are willing to undertake any and all urine drug screening and oral breathalysers as requested. The refusal to complete will be considered in the same manner as a positive test.
- That they are willing to engage with a minimum of 3 mutual aid fellowship meetings weekly. This can be via a face-to-face or online format.

Referring Agency Details

Date of Referral	
Referral Agency Name	
Contact Name	
Telephone Number	
Email	
How long have you been working with this individual?	



Client Details (Failure to disclose any information may result in the client being refused)

Name	
Date of Birth	
Contact Telephone Number	
How long has your client been homeless?	
Tell us about their housing history — what was the reason for them leaving their last settled base? Have they ever been evicted? If so, what were the circumstances?	
Are they in receipt of benefits? If so, which benefits?	
Have they ever had any involvement with the police? Have they had any convictions? If so, what and when?	

Health and Wellbeing

Do they have any mental health problems? If so, are they taking any medication or receiving any treatment?
Do they have any physical health problems? If so, are they taking any medication or receiving any treatment?
What is their current alcohol / substance use? Please include details of amounts, route of administration, opiate substitute medication and any information regarding the circumstances of previous periods of abstinence.



Risk Assessment

Please give as much information as possible regarding circumstances and time frames to support us in managing risk as effectively as possible.

Is your client at risk of harm to self? Factors which make the client vulnerable e.g. self harm, suicidal ideation.	Level: High / Medium / Low
Give Reason(s)	
Is your client at risk of harm to others? Factors that put others at risk from the clients actions or behaviour.	Level: High / Medium / Low
Give Reason(s)	

Partnership Working

Please state what support your organisation can continue to offer this client if they are accepted into accommodation, if any?					
Does your organisation offer any of the following support groups or workshops? If yes, please provide details below?					
Recovery (drugs and / or alcohol)	Yes	No	Sustaining Tenancy	Yes	No
Health and Wellbeing	Yes	No	Volunteering	Yes	No
Mental Health	Yes	No	Other — Please state		
Welfare, Benefits and Employment	Yes	No			

Print name (agency staff)	
Signed by (agency staff)	
Date	

