**Referral Form**

**Referral Source: Self** 🞏  **Other** 🞏

**Is the client consenting to this referral being made? Yes □ No □**

**Is the client happy to be contacted? Yes □ No □**

**I consent to Sage collecting, using and storing my personal information to provide me with the service I have requested [[1]](#footnote-1)**

**Yes □ No □ Non-instructed advocacy □**

**Client information:**

|  |  |  |
| --- | --- | --- |
| **Name:** |  | |
| **Current**  **Address:** | | **Previous Address**  **(If different):** |
| **D.O.B:** | | **Phone:** |
| **Email:** | | |

**Significant Others (Family Members/Friends/Professionals):**

|  |  |
| --- | --- |
| **Name:** | |
| **Address:** | **Relationship with client:** |
| **Phone:** |
| **Email:** |

**Reason for referral – Presenting Issue(s)**

(Please tick where applicable)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Social / Emotional Support |  | Capacity / Cognition issues |  | Transition / discharge issues |  |
| Allegations of abuse |  | Legal |  | Financial |  |
| Family |  | Access to services |  | Other |  |
| Other (Please describe) | |  | | | |

**Details of presenting issue(s):**

|  |
| --- |
|  |

**What action (if any) has been taken in relation to the presenting issues?**

|  |
| --- |
|  |

**Details of person making referral (if different from above):**

|  |  |  |
| --- | --- | --- |
| **Name:** | | |
| **Care**  **Organisation:** | **Current**  **Address:** | |
| **Relationship with Client:** | **Phone:** | |
| **Email:** | |
| **Signed:** | **Date:** |

Please complete this form and return it to your local Regional Coordinator (if known) or email Sage National Office at [info@sageadvocacy.ie](mailto:info@sageadvocacy.ie) or post to Sage Support & Advocacy Service, 24 – 26 Ormond Quay Upper, Dublin D07DAV9

**FOR SAGE OFFICE USE ONLY:**

|  |  |
| --- | --- |
| Date/Time Received: |  |
| Date/Time Referred to RC: |  |
| Regional Coordinator involved: |  |

1. Personal data will be processed by Sage if it is carried out with the person’s explicit consent, or it is necessary to protect the vital interests of the person where the person is unable to give consent. Sage are in compliance with the General Data Protection Regulation and ensure that information gathered is used fairly and for the purpose intended. Any information gathered is kept safely, securely and privately. The information gathered will never be passed on to anyone else without the explicit permission of the service user. The only exception is if we are required to do so by law or to protect the service user or someone else from serious harm. The service user can request to see their information at any time, or request to withdraw their information.

   GDPR available online at <http://ec.europa.eu/justice/data-protection/reform/files/regulation_oj_en.pdf> [↑](#footnote-ref-1)