



Collecting and Sharing Information

Assessment and treatment means finding the best way to help you

To do this I need to find out some things about you

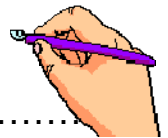


I will talk to you

I will talk to the other people who help and support you

You will need to visit your GP for some tests

The people I will need to talk to



.....  
.....  
.....



I will share the things you tell me at my team meeting

This is a meeting with the other staff who work with me

I might need to share the things you tell me with other services



This is to make sure you are getting help from the people who can support you best



I will keep your information safe

Your information is put in a file with your name on it



Your file is kept in a filing cabinet



The words are put on a computer

If you need to see your information ask someone to help you



This form has been explained to me and I am happy with it

Client Name:.....

Client Signature:.....

The purpose of collecting and sharing information, where the information will be stored and who can access the information, has been explained to the client.

Tick Box

The client has not signed the form

Reasons:

.....  
.....  
.....  
.....  
.....  
.....  
.....

The client is unable to sign the form but it has been explained to their carer. (This is not to gain consent but to inform them of the process)

The client has signed the form and I think that they understand the above.

The client has signed the form but I think they may have had some difficulty understanding the above.

Staff Signature: ..... Date: .....

This form will be explained again throughout the client's treatment.