# General advocacy referral form

## For referrals from professionals, including referrals from Shared Lives

#### *Text field boxes will expand as you type.*

#### *All data supplied to us in this form will be processed in accordance with our* [*Privacy Notice*](https://www.voiceability.org/privacy-policy/)*.*

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| 1. Reason for General Advocacy referral |
| *(i) General advocacy is also known as community advocacy, professional advocacy or non-statutory advocacy. It means any kind of advocacy that is not required by law.*  *(i) Each local authority or care provider can decide for themselves what kind of general advocacy to offer in their area, so the eligibility criteria for general advocacy can vary widely by area. Please make sure you have checked the local criteria before making a request.*  *(i) Advocates cannot complete forms or help with requests relating to benefit claims.* **Please describe the reason you are requesting advocacy support:** |

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| **2. Details of the person you’re referring** | | | | | | | | | |
| **First name** |  | | | **Last name** |  | | | | |
| **Date of birth** |  | | | | | | | | |
| **Current address and postcode**  *(if hospital, please include ward name; if prison please include wing)* |  | | | | | | | | |
| **Home address and postcode** *(if different to current address)* |  | | | | | | | | |
| **Email** |  | | | | | | | | |
| **Phone number** |  | | | | | | | | |
| **What conditions or disabilities does the person you’re referring have?** *(Please select all that apply)* | | | | | | | | | |
| Learning disability | |  | | Sensory impairment | | | |  | |
| Acquired brain injury | |  | | Long term health condition | | | |  | |
| Autistic spectrum diagnosis | |  | | Substance misuse/addiction | | | |  | |
| Dementia | |  | | Physical disability | | | |  | |
| Neurological conditions | |  | | None | | | |  | |
| Stroke | |  | | Other *(please specify)*  Further details | | | | | |
| Mental health condition | |  | |
| **Does the person have any access needs, for example communication or physical needs?** *(Please select all that apply)* | | | | | | | | | |
| They need an interpreter | | |  | They have physical access needs | | | | |  |
| They use Makaton | | |  | They do not use the telephone | | | | |  |
| They use British Sign Language (BSL) | | |  | They prefer information written down | | | | |  |
| They use assistive communication (e.g. Symbol book, Talking Mats, PECS) | | |  | Other *(please specify)* | | | | | |
| They are non-verbal | | |  | Further details | | | | | |
| They prefer information in Easy Read | | |  |  | | | | | |
| **Has the person you’re referring requested an advocate?** | | | | Yes  No | | | | | |
| **If yes, do they require a same-gender advocate?**  *(i) We always try to meet same-gender requests but are not always able to do this, depending on availability* | | | | | | Yes  No  Don’t know | | | |
| **Has the person agreed to this referral?**  *(i) If capacity fluctuates then they should be asked about agreeing to a referral when they have capacity* | | | | | | Yes  No  Lacks capacity | | | |
| **What meetings does the advocate need to attend?**  *(i) Please provide the title of the meeting and the date. You can add multiple meetings.*  **Names and dates of meetings** | | | | | | | | | |
| **Is there anything we need to know in order to ensure the safety of the person you are referring and of our advocates?** *(Please select all that apply)* | | | | | | | | | |
| 2 to 1 or higher support ratio | |  | | Other *(please specify)* | | |  | | |
| Daily change in risk profile | |  | | Further details | | | | | |
| History of abuse/​assault of professionals | |  | |
| **If your organisation has a reference number for the person, you must provide it here**  *(i) For example, Mosaic, Care Direct, NHS or prison number* | | | |  | | | | | |
| ***For referrals to our Coventry and Warwickshire team only*** If you are referring someone who does not live in Coventry or Warwickshire but is registered at a GP surgery in Coventry or Warwickshire, please tick here:  Coventry GP  Warwickshire GP | | | | | | | | | |

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| **3. Your details** | | | | | | |
| **Title** | |  | | | | |
| **Full name** | |  | | | | |
| **Email address** | |  | | | | |
| **Organisation** | |  | | | | |
| **Work address** | |  | | | | |
| **Team or department** | |  | | | | |
| **Profession** | | Doctor |  | Nurse | |  |
| Dentist |  | Other health professional | |  |
| Support worker |  | Social worker | |  |
| Lawyer |  | Manager | |  |
| Police |  | Other | |  |
| **Job title (if different)** | |  | | | | |
| **Phone number we can contact you on if we have questions about this referral** | |  | | | | |
| **Mobile phone number (if different)** | |  | | | | |
| **Would you like to join our email newsletter?** | | Yes, please add my email to the mailing list  No, I’d prefer not to be added to the mailing list | | | | |
| **Is this the first time you have made a referral to VoiceAbility?** | | Yes  No | | | | |
| **If yes, please tell us how you heard about us.** *(Please select all that apply)* | | | | | | |
| Word of mouth |  | | Social media | |  | |
| Online search |  | | Presentation/​training | |  | |
| Leaflet or poster |  | |  | |  | |
| Other (please specify) |  | | | | | |

**Please email the completed form to** [**helpline@voiceability.org**](mailto:helpline@voiceability.org)**.**If you are emailing this form from Warwickshire, Coventry or a prison in Doncaster, you must email using an approved secure method. For more information, go to   
[**voiceability.org/about-advocacy/advocacy-referral-forms**](http://www.voiceability.org/about-advocacy/advocacy-referral-forms)

**Alternatively, you can post the form to Unit 1, The Old Granary, Westwick, Oakington, Cambridge, CB24 3AR.** For referrals from prisons, Health Care Representatives can hand this form in to the Head of Health Care, c/o Health Care Department.

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| Diversity monitoring | | | | |
| *We want to make sure that our services are reaching everyone who needs them. By giving us the information below about the person you’re referring, you can help us improve what we offer.* | | | | |
| What is the gender of the person you’re referring? | | | Is this different from their gender assigned at birth? | |
| Male |  | | Yes |  |
| Female |  | | No |  |
| Non-binary |  | | Don’t know/prefer not to say |  |
| Other |  | |  |  |
| Don’t know/prefer not to say |  | |  |  |
| What is their sexual orientation? | | | | |
| Heterosexual/​straight |  | | Gay woman/​lesbian |  |
| Bisexual |  | | Don’t know/​prefer not to say |  |
| Gay man |  | | They prefer to self-describe *(please specify)* |  |
| **What is their ethnic group?** | | | | |
| *Asian or Asian British* | | | | |
| Bangladeshi | |  | Pakistani |  |
| Chinese | |  | Another Asian background |  |
| Indian | |  | Don’t know/​prefer not to say |  |
| *Black, African, Black British or Caribbean* | | | | |
| African | |  | Another Black background |  |
| Caribbean | |  | Don’t know/​prefer not to say |  |
| *Mixed or multiple ethnic groups* | | | | |
| Asian and White | |  | Another Mixed background |  |
| Black African and White | |  | Don’t know/​prefer not to say |  |
| Black Caribbean and White | |  |  |  |
| *White* | | | | |
| British, English, Northern Irish, Scottish, or Welsh | |  | Another White background |  |
| Irish | |  | Don’t know/​prefer not to say |  |
| Irish Traveller or Gypsy | |  |  |  |
| *Another ethnic group* | | | | |
| Arab | | |  | |
| Another ethnic background | | |  | |
| Prefer not to say | | |  | |
| Don’t know/​prefer not to say | | |  |  |
| **What is their religion?** | | | | |
| No religion | |  | Christian (all denominations) |  |
| Buddhist | |  | Hindu |  |
| Jewish | |  | Muslim |  |
| Sikh | |  | Other (please state) | |
| Don’t know/​prefer not to say | |  |  | |