##

Please return this form to via email to:

**newport.gateway@newport.gov.uk**

Housing Support Team

Brynglas House, Brynglas Road

Newport, NP20 5QU

Tel: 01633 656656

If posting, please note there may be a delay in processing your application.

##

## Housing Related Support

## Self-Referral & Risk Form

Please complete as much of this form as possible -

missing information may result in a delay in processing this referral

**This referral form is available in Welsh upon request to the Housing Support Team, as above.**

**Your Details:**

|  |  |  |  |
| --- | --- | --- | --- |
| Title: |  | Name: |  |
| Date of Birth |  | ID no:(Office Use Only) |  |
| Address: |  |
| Landline no: |  | Mob no: |  |

**How should we contact you (please tick all that apply)**:

Letter [ ]  Landline [ ]  Mobile [ ]

**Please state the type of accommodation in which you live**:

Housing Association Tenant [ ]  Private Tenant [ ]

Owner Occupier [ ]  Living with Family [ ]

Living/Staying with Friends [ ]  No Fixed Abode/Homeless [ ]

Other \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Communication:**

Are you able to communicate in English? YES/NO

Do you require a BSL worker? (please provide details below) YES/NO

Do you require a translation service? (please provide details below) YES/NO

|  |
| --- |
|  |

**Who else lives with you?**

|  |  |  |
| --- | --- | --- |
| **Name** | **DOB** | **Relationship to you** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

**Housing-Related Support Needs:**

In what areas do you feel you need support? (**please tick all that apply**):

|  |  |
| --- | --- |
| Risks to personal/family safety (including domestic abuse and anti-social behaviour) | [ ]  |
| Housing or tenancy issues (i.e. problems with landlord, eviction notice etc.) | [ ]  |
| Finding a more appropriate home (including Sheltered) | [ ]  |
| Community/neighbourhood issues | [ ]  |
| Managing money/budgeting including priority debt and rent arrears | [ ]  |
| Obtaining housing aids or adaptations | [ ]  |
| Completing forms and/or dealing with correspondence that is impacting on your tenancy | [ ]  |
| Help with means tested benefit claims | [ ]  |
| Managing drug or alcohol use/issues that are impacting on your tenancy | [ ]  |
| Help to manage your mental and/or physical heath that is impacting on your tenancy | [ ]  |

**Based on the previous, please write a brief overview below of your housing situation.**

**Things to consider can be:**

* *Are you facing eviction or repossession?*
* *Brief details of any financial issues you may be experiencing that are impacting on your ability to manage your household*
* *Issues that are impacting on your ability to manage your household/tenancy*

**Please note that not completing this section may result in a delay in processing your application.**

|  |
| --- |
| Please give a brief outline of why you *need support* and *the outcome* you wish to achieve by receiving this support. |

**Please tick if you have or have ever had issues with the following:**

|  |  |
| --- | --- |
| Domestic abuse | [ ]  |
| Learning difficulties/autism | [ ]  |
| Mental health issues  | [ ]  |
| Alcohol issues | [ ]  |
| Substance misuse issues | [ ]  |
| A criminal offending history | [ ]  |
| Physical disabilities  | [ ]  |
| Sensory disabilities (Sight/hearing) | [ ]  |
| Memory Loss / Dementia | [ ]  |
| Chronic illness | [ ]  |
| HIV/AIDS | [ ]  |

**Are you**:

|  |  |
| --- | --- |
| A young person leaving care | [ ]  |
| A young person aged 16 to 24 with support needs | [ ]  |
| A single parent family with support needs | [ ]  |
| A family with support needs | [ ]  |
| A single person aged 25 to 54 with support needs | [ ]  |
| A person over 55 with support needs | [ ]  |
| An asylum seeker/refugee  | [ ]  |
| An EEA migrant  | [ ]  |

**Risk Information:**

Before we can process your referral we need to know if there are any risks which could affect you or the support worker who may visit you. It will help us to process your referral if you give as much information as possible. We may have to contact you for more details.

**Please tick any risk issues known to you concerning**:

|  |  |  |  |
| --- | --- | --- | --- |
| Safety of your home or the surrounding area | [ ]  | Inappropriate, aggressive or violent behaviour (by yourself or other members of your household) | [ ]  |
| Neighbours | [ ]  | Drug/Alcohol issues | [ ]  |
| Mental Health (i.e. suicide, self-harm, phobias, etc.) | [ ]  | Inappropriate relationships/visitors to your home | [ ]  |
| Pets | [ ]  | Other (please state below) | [ ]  |

**If you have ticked any of the above, please give us more details below:**

|  |
| --- |
|  |

**Please indicate below your ethnic origin (optional)**:

White British [ ]  White (non-British) [ ]

Asian or Asian British [ ]  Black or Black British [ ]

Mixed Origin [ ]  Other (please state below) [ ]

|  |
| --- |
|  |

**Consent to Share Information:**

|  |
| --- |
| Do you understand that information contained within this document will be held by the Housing Support Team and forwarded to our contracted support providers and may be shared with other agencies, in line with the General Data Protection Regulation 2018? Yes [ ]  No [ ]  |

**Signature:**

Your Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please return this form to the Housing Support Team**

**at the address on the front of the form**

---------------------------------------------------------------------------------------------------------------------------------------------------------------------

*To be completed by the Housing Support Team:*

|  |
| --- |
| *Risks checked on Housing Database: Yes* [ ]  *No* [ ]  *N/A* [ ]  |
| *Specific risks identified by the Supporting People Team: Yes* [ ]  *No* [ ]  |
| *Any further information from Supporting People Team to be considered prior to assessment:* |
|  |
| *Added to Civica: Yes* [ ]  *No* [ ]  |