

# How to refer' guide for General Practitioners

## Making a referral to an Allied Health Clinician at headspace Craigieburn

- You **must** include a covering written referral letter addressed to 'Dear headspace Clinician', and the young person **must** have a GP Mental Health Treatment Plan in place (Medicare item 2715, 2717, 2700, or 2701).

*As per Medicare requirements, your referral letter **must** include the following:-*

- Doctor's name, provider number, and practice details
  - The number of sessions you are referring for (up to maximum of 6 in any one referral)
  - Reason for referral and a diagnosis
  - A statement to advise that a Mental Health Treatment Plan has been prepared (Please include a copy of the plan with the consent of the young person)
  - Young person's address and phone numbers
  - Contact for carer or parent if appropriate
  - Date and signature
- **GP's** are encouraged to continue to be involved in supporting the young person whilst they are engaged with headspace.
  - Allied Health Clinicians offer their services at no or very little cost.
  - Allied health Clinicians will provide regular updates as required and in accordance with MBS requirements for care provided under MHTP.
  - We endeavour to allocate to an Allied Health Clinician as soon as possible. In times of high demand there may be a wait period for allocation. headspace will make contact with the young person on receipt of referral.
  - headspace Craigieburn is **not** a crisis service.
  - If young person requires assertive follow up or CRISIS support please refer to the following link to identify CRISIS Mental Health Services - <http://www.health.vic.gov.au/mentalhealth/services/>

**To discuss a potential referral please contact us on 03 8338 0919 to speak with an Access Team Clinician between hours 9am-5pm Monday to Friday.**