Options
Youth Support
A Program of Caretakers Cottage

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NSW 2022
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Initial Referral Form (June 2018)

Before making a referral to Options, please read the following information about the Options program to assist you in determining that Options is the right placement for your client.

The overarching aim of Options Youth Support is to assist young people to build the skills and confidence to live self-sufficiently. Options has a strong focus on working towards independence from the social welfare system.

- Options is a voluntary program; young people sign up to the program because they are willing to engage
- Options is the transitional accommodation and support program of Caretakers Cottage
- Placements at Options are open to individuals, pregnant young women, families and couples aged between 16-25 years of age in single and shared accommodation
- Options is primarily a support program, not an affordable accommodation or Housing First program. Tenancies and rent are managed externally by a Community Housing Provider
- The timeframe a young person can stay with Options is 18-24 months, dependent upon individual circumstances. An exit plan based around moving out of social welfare and into the rental market is an integral part to the overall case plan
- As Options is primarily shared accommodation we cannot house young people who have current or recent alcohol or significant mental health concerns which are not being addressed at time of referral
- Initially young people are put on a 3-month trial period whereby their suitability for the Options program is assessed for a more permanent placement
- Throughout their placement young people will need to pay:
  - $85 (21 yrs and under) or $100 (22 yrs and over) per week for rent to the Community Housing Provider
  - 3% of the rent amount for water to the Community Housing Provider
  - $25 per week for electricity/gas to Options Youth Support
  - 100% of household maintenance items (cleaning products, light globes, groceries…)
  - On signing the Lease 2 weeks rent
  - $100 Security Bond paid to Options upon program sign up
- Bedroom furniture is NOT provided-young people need to organise this BEFORE moving in.

  PLEASE NOTE: Options cannot move young people's belongings in or out of the properties. The young person/referring agency will need to organise this themselves.
- Options has a strict NO PETS rule-this includes rabbits, guinea pigs, birds, cats etc.

Does the young person meet the following eligibility criteria:

- ☐ Has a current, stable income which can be evidenced (i.e. NOT cash in hand)
- ☐ Has an established day plan in place (i.e./ongoing engagement in an activity to address their presenting issues such as education, employment, mental health programs…)
- ☐ Requires case work support and accommodation (i.e./ not just in need of accommodation)
- ☐ Has an established management plan in place for any current mental health and/or drug and alcohol issues
- ☐ Can pay 2 weeks rent + $100 security bond on day of sign up
- ☐ Has bedroom furniture and can move this into the property

If the young person does not meet all the above mentioned criteria, this may indicate they are not ready/suitable for the commitments required of the Options transitional accommodation program. Feel free to call Options on 9388 9341 and discuss the situation with a case worker before proceeding with the referral.

Options is funded to be a case work support service to young people in need of support and who are open and willing to engage in a collaborative and holistic personal development plan throughout the duration of their time with Options. Options is not simply an affordable accommodation program as there are services available who meet this need. For further referral suggestions feel free to call Options on 9388 9341.

Options does not operate on a 'wait turn' list due to the nature and structural set up of our program. Many properties are a share house and therefore the current needs of the share house are also taken into consideration when assessing referrals. Referrals are assessed once a week on a Monday morning. Due to the high level of referrals received we cannot get back to every one individually with a response, it is recommended that you call the office on 9388 9341 to follow up the referral outcome. If Options cannot accommodate the young person, we will always offer alternate suggestions for referrals.

BY PROCEEDING WITH THIS REFERRAL YOU ACKNOWLEDGE YOU HAVE UNDERSTOOD THE ABOVE CONDITIONS OF OPTIONS AND HAVE CLEARLY CONVEYED THIS TO THE YOUNG PERSON

Please fill in the following with **as much detail as possible** and email back when completed: optionsyouth@caretakers.org.au

Referrer's Details:

Today's Date	
Name of referring organisation (if applicable):	
Referrers name and contact details: (Address/phone no/email)	
How long have you known this y.p?	
In what capacity/role have you been working with this young person?	

Young Person's Details:

Formal name:	
Name y.p likes to be known as:	
Date of birth & age:	
Gender:	
What is the y.p's cultural background? (Include ATSI, TSI)	
What Country was the y.p born? (**if not Australia, what year did they arrive**)	
Mobile number/best contact number:	
Where is y.p currently staying: (organisation/**suburb**/who with)	
Current type of accommodation: (couch surfing, crisis, family…)	
Suburb the young person is mostly residing in?	
How long has the young person been here?	
When does y.p have to leave current accommodation (**date**)?	
Reason/s for needing to leave current accommodation:	

Background Information:

What is the reason/s for the y.p seeking support and accommodation assistance?	
If client is currently exiting from a transitional accommodation program similar to Options, **please detail why they are not yet ready to exit out of a transitional program at this time**	
Why can the young person not live in the family home? Has any family intervention occurred to facilitate this option? **Please provide details:**	

Has the y.p experienced an episode of homelessness (incl. couch surfing) in the past 12 months?	
Has the y.p experienced an episode of homelessness (incl. couch surfing) in the past 1 month?	
How long since the y.p has had a permanent place to live (i.e. stable for more than 3 months)? Which **suburb**/area was this?	
Has the y.p ever been in any facilities/institutes in the past 12 months? (E.g./ rehab, prison, psychiatric unit)	
Does the y.p have any health issues requiring some level of assistance? (E.g/ difficulty in self-care, mobility, communication)	
Does the client have **ANY** current or past involvement with FaCS? **If so, please provide details.**	

Current Lifestyle

What is the y.p's source/s of income? Roughly how much do they receive per week/fortnight? *(Youth Allowance, Employment, No income…)*	
Does the y.p have any outstanding debts/fines/loans etc? Roughly how much do they pay per fortnight? ***(if yes, please provide details)***	
Is the y.p currently studying? ***(if yes, please provide details)***	
Is the y.p currently working? ***(if yes, please provide details)***	
What are the y.p's long term goal/s in regards to work/study? What has been done to facilitate this?	
What is the y.p's current day plan? ***(please provide details)***	
Has the y.p been formally diagnosed with/or showing any signs of mental health issues? **If yes, please provide details**	

If yes, name any supports currently in place (incl. medication), and how long the y.p been receiving support services for?	
Does the y.p have any **history** of and/or **current** issues surrounding AOD use/abuse? **If yes, please provide details**	
If yes, name any supports currently in place, and how long the y.p been receiving support services for?	
Does the young person have an NDIS Approval Plan in place OR an NDIS Application in progress? **If yes, please provide approved support**	

Support Details:

Please detail the y.p's level of need and the type of support required, and/or areas that need to be developed. *(Please include any details of specific goals/tasks/appointments etc that you recommend be continued/addressed):*
Approximately how many hours of support by Options case workers would you estimate the y.p requires per week: (*Options is funded to provide case management and as the SHS agency will also be the lead agency)*
Would there be any continuing case management/other support for the young person in place if they were to be accepted into Options? If yes, how much and who would provide this?
Are there any safety risks to the young person? (e.g./ DV, family violence, self-harm, physical health, etc…) Please provide details:

Does the young person pose any safety risks to others? (e.g./ violence, threats etc…) Please provide details:
Does the young person have a LIVE Housing Pathways Application? YES / NO / UNSURE General Wait turn / Priority Approved T No:_____ Date application was approved: _____
Does the young person consent to Options making alternate referrals to other SHS organisations should Options not have a suitable vacancy? N.B. Consent includes Options passing the young person's information on to the other service for assessment. YES / NO
Please provide any other relevant details Options should be aware of about the young person you are referring. *(Including accommodation/care history, family background, AOD concerns, legal issues, financial issues, any episodes of violence, emotional, mental health issues and/or behavioural difficulties, physical health issues, other support organisations involved…):*

The Options team meet weekly to review current and upcoming vacancies and to assess referrals made. Due to the high number of referrals we receive each week it is not possible for us to make contact with each and every individual/referring agency to follow up the referral status.

By signing off this referral you agree that the information provided by you above is true to the best of your knowledge, and that you have provided all the information relevant to the young person's situation.

You also agree you have the young person's consent and desire to be referred to Options Youth Support.

_____ _____/_____/_____

(*signed)* *(date)*