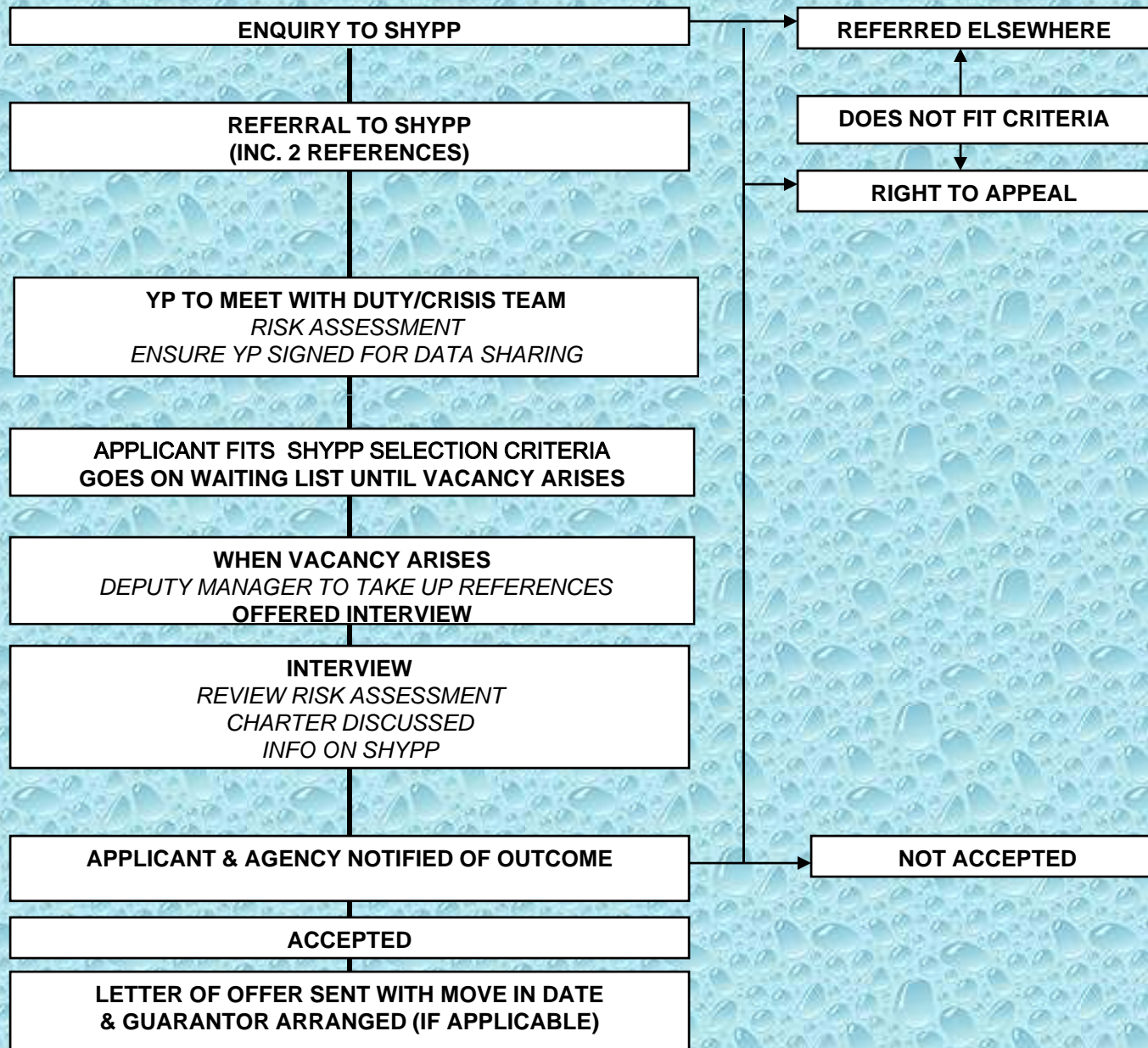


SHYPP FOYER APPLICATION PROCESS



- ENQUIRY LOG SHEET
- SHYPP/OTHERS REFERRAL FORMS
- REFERENCE REQUESTS
- LETTER TO SAY NO INC RIGHT TO APPEAL
- 'WHY WE CAN'T OFFER' LEAFLET
- SELECTION POLICY
- WAITING LIST PAPERS
- INVITE TO INTERVIEW
- 'THINGS YOU NEED TO KNOW' LEAFLET
- INTERVIEW FORM (INC. RISK ASSS)
- RESIDENTS CHARTER
- INFO ON SHYPP
- LETTER TO SAY NO INC RIGHT TO APPEAL
- OFFER LETTER
- GUARANTOR FORM

SHYPP FOYER MOVE IN PROCESS

ON WELCOME

RESIDENTS INDUCTION- SEE SEPERATE CHECKLIST
REVIEW RISK ASSESSMENT

WITHIN 48 HOURS:

SET UP LOG SHEETS
ARRANGE 1ST Action Plan and Outcomes Star
INTRODUCTION TO RESIDENTS HANDBOOK
HOMEPOINT APPLICATION COMPLETED

WITHIN 2ND WEEK:

1st Action Plan and Outcomes Star
Introduction to Healthy Living programme –set goal
LPA INITIAL ASSESSMENT (if applicable)

WITHIN 1ST MONTH:

GO THROUGH RESIDENTS HANDBOOK
SHOWN HOW THEY CAN GET INVOLVED IN SHYPP (SEE RES HANDBOOK)
POLICY SUMMARY SHEET (RES HANDBOOK)

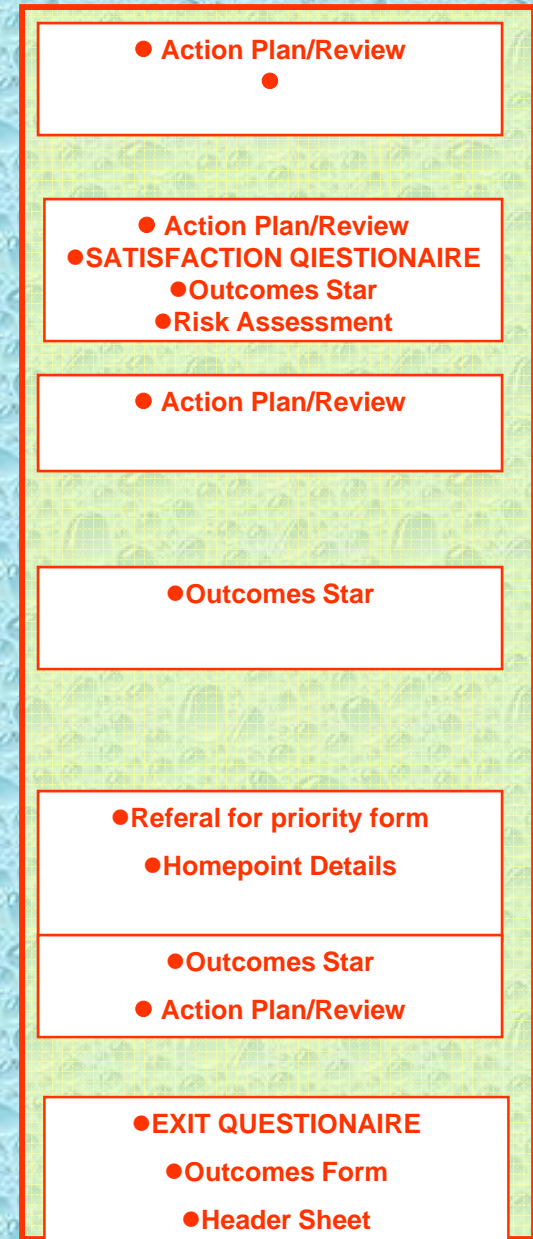
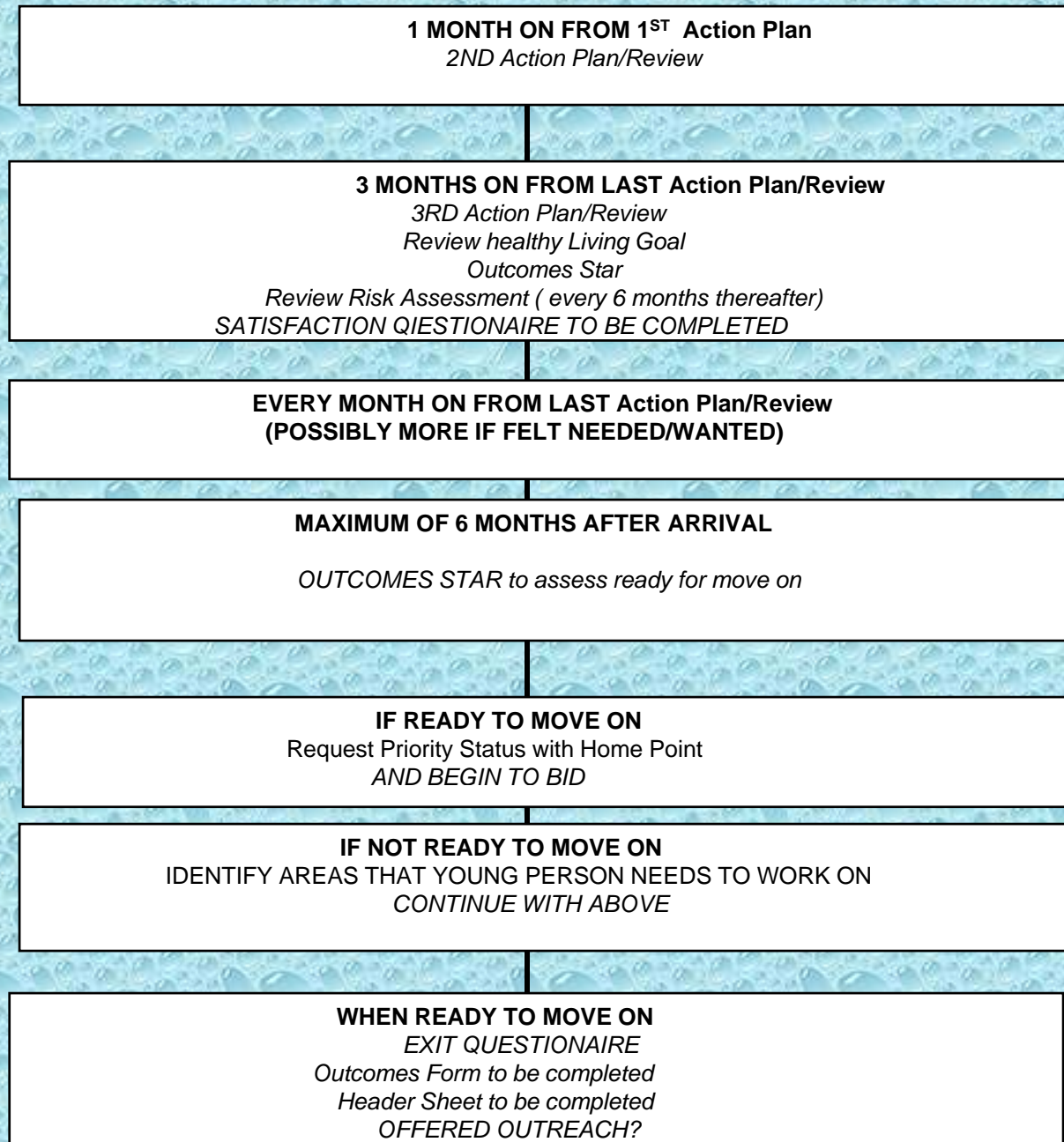
- LICENCE
- RESIDENT INDUCTION LIST
- RISK ASSESSMENT
- RESDIEMTS FILE SHEETS

- SP LOG SHEETS
- Action Pla/Review
- RESIDENTS HANDBOOK
- UPDATE RESDIENTS INFO
- HOMEPOINT FORMS

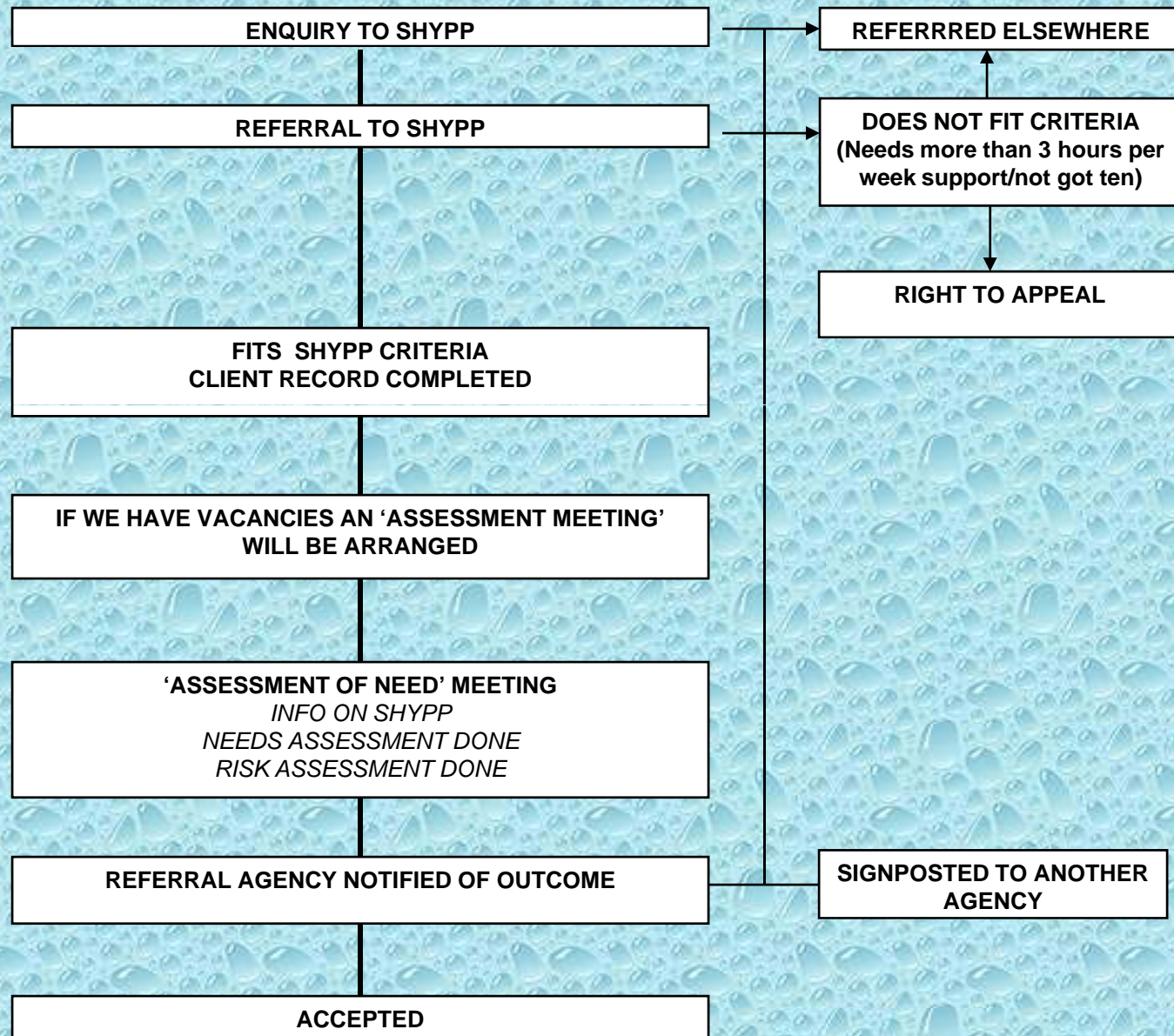
LPA DOCUMENTS
HEALTHY LIVING DOCUMENTS

- ACTION PLAN/REVIEW
- RESIDENTS HANDBOOK

SHYPP FOYER FOLLOW THROUGH PROCESS



SHYPP OUTREACH APPLICATION PROCESS



● ENQUIRY LOG SHEET

● REFERRAL FORM

● NEEDS ASSESSMENT
FORM
● RISK ASS
● INFO ON SHYPP
● TOOLKIT

SHYPP OUTREACH FOLLOW THROUGH PROCESS

AFTER 1ST APPOINTMENT
YP SIGN FOR SUPPORT

- YP FILE SHEETS
- YPSIGN FOR SUPPORT SHEET

BY END OF 1ST MONTH:
1ST ACTION PLAN AND OUTCOMES STAR (if appropriate)
GO THROUGH TOOLKIT
SHOWHOW THEY CAN GET INVOLVED IN SHYPP (if appropriate)
YP SIGN FOR SUPPORT

- ACTION PLAN
- TOOLKIT
- OUTCOMES STAR

AT SOME POINT OVER NEXT MONTH (AS AND WHEN APPROPRIATE)
2ND ACTION PLAN/REVIEW
UPDATE RISK ASSESSMENT (If applicable)
YP SIGN FOR SUPPORT

INTRODUCED TO LPA AND SIGNED UP (IF APPLICABLE)

- LPA PAPERWORK

CLOSE CASE - *Confirm yp can return for further support if in need*
EXIT SURVEY TO BE DONE
OUTCOMES TO BE DONE

- EXIT QUESTIONNAIRE
- LETTER SAYING THEY CAN RE ACCESS SUPPORT