



**headspace**  
Craigieburn

## '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.**