

Memorandum of Understanding between [ORGANISATION 1] and [ORGANISATION 2] [NAME OF] Program.

Background

This agreement is designed to ensure the people who request Mental Health support have fair and equitable access to services in our community regardless of the organisation supporting primary recovery coaching.

Responsibilities of [ORGANISATION 1] Staff:

Aim, service provided, website etc

- [ORGANISATION 1] staff will ensure that referral to the [NAME OF] Program of [ORGANISATION 1] participants is done:
 - With informed written consent of the participant
 - As part of the overall participants goals as elected by the participant
 - In the appropriate manner on the appropriate forms as issued by [ORGANISATION 2].
- [ORGANISATION 1] staff will ensure that [ORGANISATION 1] participants are aware that referral does not automatically ensure participation in the [NAME OF] Program; it does however entitle them to a discussion with [ORGANISATION 2] regarding suitability and appropriate activities that may be available to them within the [NAME OF] Program dependent on available positions within the program.
- [ORGANISATION 1] staff are responsible for all aspects of reporting and personal notes of [ORGANISATION 1] Participants
- [ORGANISATION 1] staff will ensure participants are aware that accessing the [NAME OF] Program is not in any way excluding them from support and coordination from the [ORGANISATION 1] program, the primary responsibility for their support remains with [ORGANISATION 1] and the [NAME OF] Program is complimentary to their overall identified goals and recovery process.
- [ORGANISATION 1] staff may if requested by the participant attend the initial interview with [ORGANISATION 2] to assist in the assessment / intake process.
- [ORGANISATION 1] staff may if requested by the participant attend the [NAME OF] Program with the participant in the short term to assist in the alleviation of anxieties that may be related to attending a group with new people.

Responsibilities of [ORGANISATION 2] staff:

Aim, service provided, website etc

- [ORGANISATION 2] staff will treat each referral from [ORGANISATION 1] in a fair and equitable manner.
- If accepted into the [NAME OF] Program with [ORGANISATION 2] the [ORGANISATION 1] participant will be afforded the same opportunities to access the program as other people in the community.
 - Cost
 - Transport
 - Access to activities.
- [ORGANISATION 2] will ensure availability of appropriate referral form for [ORGANISATION 1] staff.
- [ORGANISATION 2] will advertise up and coming term activities to the [ORGANISATION 1] program to ensure participants can be given adequate time to be referred.
- If [ORGANISATION 2] staff are concerned with the Mental Health of a participant they would contact the [ORGANISATION 1] team and alert them of their concerns

This Memorandum of Understanding will further promote the principles of Recovery Coordination within the Mental Health sector, supporting opportunities for further development in the areas of social inclusion and recovery for people with mental health conditions.

It is made in good faith with the sole objective of supporting improved outcomes for people with Mental Health conditions.

Signed: [NAME]

Date:

[POSITION]
[ORGANISATION 1]
[CONTACT DETAILS]

Signed: [NAME]

Date:

Memorandum of Understanding [ORGANISATION 1] and [ORGANISATION 2] [insert date]

[POSITION]
[ORGANISATION 2]
[CONTACT DETAILS]