

Streamlining your Service Specific Assessment

Identifying information in the National Screening and Assessment Form (NSAF) – July 2018

<i>Information collected in Assessment</i>	<i>Where to look in the NSAF</i>
Reason for Referral	
Reason for referral	Referral info (visible when processing referral on MAC) Reason for Assessment – circumstances triggering assessment
Client goals and next steps	
Assessment outcomes, goals & actions	Support plan Linking support – client motivations
Client Details	
Contact Details (Address, Phone)	Client details
Demographics (e.g. Gender, Country of Birth, Culture & Religion, Aboriginal, Torres Strait Islander)	Client demographics
Language & Communication	Client demographics – Preferred Language, Communication Difficulties (e.g. TIS / NRS required) Physical – Communication difficulties
Health literacy	Physical Domain – Observations: Health literacy difficulties
Diversity Elements (e.g. LGBTI, CALD, Aboriginal, cultural or religious considerations)	Linking Support – Risk of Vulnerability, Support Considerations
Identified complexities / risks / considerations (e.g. inadequate housing, suspected or confirmed abuse, mental health issues, financial disadvantage, AOD, cognition impairing self care capacity)	Linking Support – Complexity Indicators, Support Considerations <i>NB: Sensitive information (e.g. concerns re elder abuse) can be documented as sensitive attachments.</i>
Pension / Benefits / Insurance	Client details – other information
GP details	Client details – other information
NOK / EPOA / Guardian / Administrator	Client details – other information
Living arrangements & Home Environment	
Living arrangement	Client demographics - Lives with, Type of accom. Complexity Indicators – insecure housing, homelessness <i>NB: Sensitive information (e.g. concerns re elder abuse) can be documented as sensitive attachments.</i>
Home environment / Environmental risks (e.g. pets, access issues, safety concerns, personal & home emergency plan, modifications)	Home and Personal Safety (observations of home environment & home safety) <i>NB: RAS & ACAT staff complete an OH&S screen prior to their assessment. Service providers are required to complete their own OH&S screen in line with their organisation's policies and procedures.</i>

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Social Situation	
Carer details	Carer, Client as a carer, sustainability of caring relationships
Family & friends, Community engagement / social interaction, Interests & Hobbies	Family, Community Engagement and Support
Services / Supports	Current Support <i>NB: Details of support received also included under each specific area of function & home and personal safety,</i>
Transport	Physical health - driving Function – get to places out of walking distance
Health / Medical	
Health conditions / issues Medical history & medications Recent hospitalisations / engagement with health services	Physical health, Personal Health Healthcare connections Health conditions (includes impact of health conditions and support to manage them) Psychosocial – nervousness, depression <i>NB: more detailed information regarding medical history, interventions, medications etc. included within ACAT comprehensive assessment</i>
Diet & Allergies	Health conditions (includes allergies and/or sensitivities) Mini Nutritional Assessment (supplementary assessment tool)
Function	
Activities of Daily Living (ADL)	Function – Shower/bath, dressing, toileting, eating, meals, housework, shopping, medication, finances. Home and Personal safety – home maintenance / gardening
Mobility & Falls	Function – walking, transfers etc. Physical health – slips, trips and falls Personal Health – Physical activity
Pain	Personal Health
Cognition & Behaviour	Cognition (changes in memory, thinking, personality, behaviour and assistance with decision making)
Sensory (Vision, Hearing, Speech)	Physical health
Continence	Function – toileting bladder & bowel