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Please note that each assessment should take at least 45 mins to carry out,

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| Assessment Sheet |
| Client Code  Presenting Concern Code/s (please fill in and make sure added to system) |
| Are any of the following agencies involved in any way with the client?  Social Services  Police  Courts  Probation  (If yes, please gain an in depth understanding), please note it is not enough just to tick yes  **This section is to gain an understanding if there is a need to find out if there is a court case or the potential of a court case – we would then need to contact either the CPS or the police officer in charge – this fulfils the BACP principle of non-maleficence**: **a commitment to avoiding harm to the client** |
| Are any of the following involved in any way with the client?  Doctors  IAPT  Psychiatrists  Psychologist  Drug Units  Health Workers (Health Visitor etc.)  Any other agencies  (If yes, please gain an in depth understanding) please note it is not enough just to tick yes  **If the client is involved with either a CPN / Psychiatrists / Psychologist, we do need to write and gain permission to meet with the client** |
| Is the client taking any medication (be specific) |
| Prior Counselling experience (please ask and expand on this section)  What kind?  How did the client find this?  What is the client looking to gain from any possible counselling sessions? |
| Family background (please ask and establish family story)  Who does the client live with?  Family relationships?  Form a family map? |

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| Significant Others (who can and does provide support)  Try and form a support map? |
| Elements of possible self-harm, including previous, recent or current   * Suicide Attempt (ask if there have ever been any thoughts to start this aspect) * Drug Abuse (would the client say they have a concern)      * Alcohol Misuse (would the client say they have a concern) * Self-Harm      * Eating Disorder * Violence to others |
| Issues Client is Facing, again be specific, ask the client to help you understand |
| Is there anything important to you would like me to know? |
| Assessment Outcome  Suitable for counselling Not suitable for counselling at Acorn  If unsuitable for counselling, please write your decision why – if referred on please write the agency   * Presenting concerns do not ‘fit’ our remit   If it is decided after assessment that Acorn may not currently be the correct agency for your presenting concerns then we will work with you so that you are able to access the ‘right’ agency for you, for example if you are seeking support for Domestic Violence there are specific agencies that can meet with you and we would help arrange this. |