**Independent Mental Capacity Advocacy (IMCA) Referral Form**

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| --- | --- | --- | --- |
| Name |  | Date of Birth |  |
| Current address |  | Home Address |  |
| Postcode |  | Postcode |  |
| Primary Contact Name |  | Primary Contact Number |  |

**Consent**

|  |  |
| --- | --- |
| Does the person consent to their information in this referral being kept by us and shared with the most appropriate advocacy organisation within the Hampshire Advocacy consortium? | **YES / NO**  Details |
| If the person does not have capacity to consent to share, do you consider it in their best interests for their information in this referral to be kept by us and shared with the most appropriate advocacy organisation within the Hampshire Advocacy consortium? | **YES / NO**  Details of best interests decision |
| Please explain if you have had difficulties with consent for this referral |  |

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| **Issue Details** | Serious Medical Treatment: | | |  | Care Review\*: | |  |
|  | Change in Accommodation\*: | | |  | Safeguarding\*: | |  |
| Give brief details of decision and/or issues (continue separately as required): | | | | | | | |
|  | | | | | | | |
| **Date of Mental Capacity Assessment** | |  | **Assessed by** | | |  | |

\*Please note that some clients may also have a statutory entitlement to advocacy under the Care Act for support with the local authority assessment, care planning, review or Safeguarding processes. Where this is the case, the advocate will request additional referral information and Care Act Advocacy will be offered alongside or instead of the IMCA role as appropriate.

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| **Significant Dates / Information** | |
| Details of any impending meetings or deadlines: |  |
| How does the client communicate? |  |
| Specific Needs (access issues, etc): |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Others involved** | | | | |
| Is this client befriended? | Yes | / | No | (See MCA Code 10.74 to 10.80 – Who is ‘appropriate to consult’) |
| Details of professionals / others involved, give contact details (continue separately as required): | | | | |
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| **Any other Advocates that are working with the client** |
| Name and advocacy organisation, give contact details |

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| **Decision Maker Name:** | |  | | |
| Job Title: |  | | Phone No: |  |
| Address &  Postcode: |  | | | |
| Email: |  | | | |
| **Referrer Name (If different):** | |  | | |
| Job Title: |  | | Phone No: |  |
| Address &  Postcode: |  | | | |
| Email: |  | | | |

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| **Nature of Impairment** | | | | | |
| Unconsciousness |  | Serious Physical Illness |  | Learning Disability |  |
| Autism Spectrum Condition |  | Acquired Brain Injury |  | Cognitive Impairment |  |
| Mental Health Problems |  | Dementia |  | Combination |  |
| Other (please specify): |  |  | | | |

|  |  |  |  |  |  |  |  |
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| **Ethnic Background** | | | | | | | |
| **White:** | | **Black / British:** | | **Asian / British:** | | **Mixed:** | |
| White British |  | Black Caribbean |  | Indian |  | White & Black Caribbean |  |
| White Irish |  | Black African |  | Pakistani |  | White & Black African |  |
| Other White\* |  | Other Black\* |  | Bangladeshi |  | White & Asian |  |
|  | | | | Other Asian\* |  | Other Mixed White\* |  |
| **Other ethnicities:** | | Chinese |  | Any Other Ethnicity\* |  | Not Known / Stated |  |
| \*Specify Other: | |  | | | | | |

**Decision Maker’s Confirmation**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **I am the Decision Maker for decisions relating to:** | | | | | | |
| Client Name: | | |  | | | |
| On behalf of: |  | | NHS Body – Specify: |  | | |
|  |  | | Local Authority – Specify: |  | | |
| I confirm that I deem the above client lacks capacity for the above decision | | | | | | |
| MCA Code of Practice: <http://www.justice.gov.uk/downloads/protecting-the-vulnerable/mca/mca-code-practice-0509.pdf> | | | | | | |
| **I am instructing the IMCA service to do this work. I am authorised by the NHS organisation or local authority responsible for making this decision.** | | | | | | |
| **Print Name:** | |  | | | | |
| **Signed:** | |  | | | **Date:** |  |

**Please return completed form to us:**

**By email to** [advocates@easthantsmind.org](mailto:advocates@easthantsmind.org)

**By fax to** 023 92481886

**By post to Havant & East Hants Mind, Leigh Park Community Centre, Dunsbury Way, Havant PO9 5BG**

**Telephone enquiries** 023 92484422

Hampshire Advocacy Service delivers advocacy provision as a partnership of five organisations. We have a commitment to work together to provide a seamless service for individuals. As part of this, we may need to share individual information across the partnership. We are committed to ensuring that this is done only where necessary, with your permission where possible, with management agreement and according to our sharing protocol guidelines.

Registered Company number: 11056120 Website: [www.hampshireadvocacy.org.uk](http://www.hampshireadvocacy.org.uk)