Community meals on wheels referral form

Complete and send this form to community.meals@n-somerset.gov.uk

If you need help completing the form, call 01275 882 867.

Personal details

Title:

First name:

Last name:

Known as:

Address:

Postcode:

Lives alone? [ ]  yes [ ]  no

Warden or manager name and number (if applicable):

Telephone number:

Date of birth:

How would you like the ethnic origin recorded?

Access

Any specific directions to property:

How to get in: Will someone answer the door? Do we let ourselves in?

Door access code (if applicable):

Risk factors (for example, animals, trip hazards):

Referral details

Self-referral [ ]

**OR**

Referred by name:

Relationship to client:

Telephone number:

Information received from:

Reason for referral:

Other services

Doctor:

Surgery:

Telephone number:

Any other health workers:

Social worker:

Telephone number:

Home care agency:

Visit patterns:

Pendant alarm: [ ]  yes - Carelink [ ]  yes – other provider:       [ ]  no

Day care or lunch club:

[ ]  Monday [ ]  Tuesday [ ]  Wednesday [ ]  Thursday [ ]  Friday [ ]  Saturday [ ]  Sunday

Special requirements

Dietary needs (for example diabetic, pureed, ethnic meals only):

Allergies:

Preferences (for example doesn’t like fish, curry, or liver):

Medical conditions (for example sight or hearing loss, dementia):

Risk factors (for example confusion, epilepsy, falls):

Service requested

Hot meals:

[ ]  Monday [ ]  Tuesday [ ]  Wednesday [ ]  Thursday [ ]  Friday [ ]  Saturday [ ]  Sunday

Tea meals:

[ ]  Monday [ ]  Tuesday [ ]  Wednesday [ ]  Thursday [ ]  Friday [ ]  Saturday [ ]  Sunday

Date to start:

Payment arrangements

Account to be sent to: [ ]  client [ ]  relative

Address (if not client’s):

Next of kin and emergency contact details

Name:

Relationship:

Address:

Telephone number:

Mobile number:

Name:

Relationship:

Address:

Telephone number:

Mobile number:

Name:

Relationship:

Address:

Telephone number:

Mobile number:

Any key holder arrangements:

No reply procedure

In the final stages of a no reply, where there are concerns that the person is at home and may be in trouble, the police will be called to attend a forced entry. This may mean breaking window but property will not be left insecure after doing so.

Any comments:

For internal use only:

Round:

Swift number:

on Smartt [ ]

Swift notes:

on Smartt [ ]

[ ]  Review date on Smartt

[ ]  UPRN number on Smartt

[ ]  2 week reminder on Smartt

[ ]  Account updated for invoicing

[ ]  Added to referring persons list