How to complete our referral form

You will see 6 tabs: Client, Preferences, Issues, GP and Referrer, Family Members, Consents. To navigate between the tabs, click on next to go forward or previous to go back.

There are eight mandatory fields which will need to be completed before the system will allow you to progress to the next page. They are:

1. Forename
2. Surname
3. Contact Number
4. Address (including postcode)
5. Which location(s) would you like to be seen in?
6. Why is support required?

This is a text box and your opportunity to let us know why you are looking for counselling now, including any relevant medical/family history. What do you feel might be significant to share with us at this point? Could you also let us know your likely availability so we can take this into consideration.

1. When you are available?

This is for your initial consultation. You can discuss your availability for on-going work when you meet with your initial consultation counsellor.

1. My Issues

This is a drop down box, please click as many options as is appropriate.

1. GP Details

You must be registered with a GP to proceed. If you cannot see your GP in the drop down box, please check the box ‘GP isn’t available in above list’ and add GP details.

1. Referrer Details

Who told you about Riverside Counselling Service?

1. Consents

In order to proceed with Riverside Counselling Service we require you to check our GP consent box. This gives us your consent to share details with your GP and other parties involved in your care. Without this we cannot proceed with your enquiry.

If you are under 18 or a parent or referrer completing on behalf of an under 18 year old, you will be asked to provide Parent/Guardian Name and Contact Number. If you have other close family members within the service, such as a partner, this is also useful for us to know.

Email, date of birth, gender, or school (for under 18) are optional, but helpful for us to know.