

# Reply with 24 Hours (SLA)

• Arrange telephone to assess suitability and either complete Enquiry Form or signpost out



# Email Welcome Pack

Intro Letter

Branded Leaflet

Contract

<u>Info Leaflet</u>

Remote counselling



Add client to LL and set up the Enquiry. Create WR that Email sent and set up Tasks for Follow Up

Inform Therapist

# **Accept Client**

- Update LL
- Decide IM, Group, 121



#### Assessment

Accept client

- Signpost
- DNA

## Receive Documents

- Update LL
  - Email client link to Calendly to arrange Assessment
- 3 days
- 7 days
- 2 weeks

Pre-fill relevant form

www.dorpip.org.uk

# Therapist Contact

Contact client for first session



## Admin

- Inform referrer of outcome
- Inform GP if client accepted

#### Session 1

- Ensure Safeguarding & contract understood
- Agree goals via PQ





## Session 10

Evaluation

#### Session 8 - 9

- HAD, PHQ, GAD
- ASQ SE

### Session 5-7

- Parent Questionnaire (PQ)
- HAD, PHQ, GAD
- ASQ SE





## Session 4

1. ASQ SE

2. KIPS



Parent