**Guidance for Completing DSP Referral Form**

* Check person meets criteria before making referral
* Ensure you have obtained consent from the parent (if young person) or the adult and have documented this in your patient records
* Remember that as the referrer you will be expected to attend and chair the meeting
* When completing the form be clear and concise, avoid jargon / abbreviations and be mindful the form is shared with others
* Ensure you have selected the correct RAG rating and if the person is for DSR or ROAR (Amber - DSR; Red - ROAR; Green- discharged from inpatients)
* Complete all sections if you want support with organising the MAM
* Provide key information / not too much or too little information. Be specific about risks and the reason for referral
* Provide names, email addresses and phone numbers for people who need to be at the meeting if you require support with organising the MAM