



**Capital and Coast  
CARE COORDINATION CENTRE**

## **Pilot Referral Form Information Sheet**

The Capital & Coast Care Coordination Centre (CCC) is commencing a pilot of a new referral form, commencing November 2006 and ending 30 March 2007. The attached pilot form has been approved by the CCC Service Advisory Group for distribution and trialling. Below is some information to explain and support the pilot process:

- The new form, once finalised will replace all other current referral forms in circulation for all services accessed through the Care Coordination Centre.
- The form has been specifically designed as a one page document. This is due to the fact that referrals of more than 1 page are not completed well and the level of information provided can at times be inadequate for informed decisions to be made.
- Any additional information that the referrer feels is relevant and useful can be attached to the referral form. This is encouraged, particularly in relation to referrals from health professionals where additional assessment information is available
- The form is available on the URL below for printing off. However, an electronic version of the form will not be available for electronic application until after the pilot is completed and final changes to the form have been made.  
<http://www.ccdhb.org.nz/HHS/communityhealth/carecoordination/ccc.htm>
- It is expected that the form will be Medtech compatible. Again, this will not be available until the pilot period has been completed.
- All relevant sections on the form must be completed. The form represents the minimum level of information required by the CCC in order to effectively action the referral.
- Feedback on the form is encouraged. A feedback form is available to assist this process and can be accessed on the URL above. Alternatively feedback can be provided by e-mail directly to [franc@nursemaude.org.nz](mailto:franc@nursemaude.org.nz)
- The pilot will continue until 30 March 2007. Feedback will be accepted up to 13 April 2007



**Thank you for your participation and feedback**