

M E M O R A N D U M

Date: 10/5/2017
To: Clinical Staff
From: Quality Care Management
Subject: Psychiatric Referral

The Psychiatric Referral Template must be used when scheduling clients for an initial psychiatric appointment. This enables accurate tracking of timelines from the date that a client is referred to a medical staff to the date that they are able to see the medical staff.

The Psychiatric Referral Template is filled out by the designated team member at the time the team decides that the client would benefit from a psychiatric assessment.

The Psychiatric Referral Template can be found in Clinician's Gateway under Documents.