

Initial Assessment Question Guide

This **question guide** will assist practitioners to seek responses that **identify** the safety, accommodation, and support needs of the presenting person. **The Initial Assessment** records the person's identified needs and the actions required to respond to these needs. The Initial Assessment form also includes an attachment that can be used to capture information for each **accompanying person**.

	Client / Profile	The client section captures the person's demographic information and contact details.
Identify	Administration	The administration section seeks to establish who is seeking assistance, the location, date and the details of a third-party providing information on behalf of the client.
	Safety	The practitioner must seek to establish the immediate risks to the presenting person and the risks they pose to others. The practitioner must create an actionable response plan
	Accommodation	Through a series of open-ended questions, the practitioner must seek to establish: <ul style="list-style-type: none"> • How the person became homeless (or at risk) • The specific vulnerabilities of the person in relation to their current accommodation/living arrangements • The underlying causes of the current situation • What the presenting person wants to happen next • What immediate action needs to be taken
	Support	Through a series of open ended questions, the practitioner must seek to establish: <ul style="list-style-type: none"> • What issues may require further investigation • How the presenting person understands their needs • What the presenting person wants to happen next • How best to meet their identified needs • How the person's accommodation needs relate to their support needs • The specific issues that require support/referral • The person's current capacity to cope (support network, financial independence) • What immediate action needs to be taken
	Restrictions	The practitioner must establish any restrictions on where the presenting person may be located. This may be due to safety issues, or legal matters such as an AVO or bail conditions. The presenting person may also state the areas in which they may prefer to be located such as near schools or networks.
Act	Response	The response section of the initial assessment seeks to capture the main decisions that inform the best response.
	Outcome	The outcome section of the initial assessment captures the primary response type and the additional or alternative services to which the presenting person is best matched.