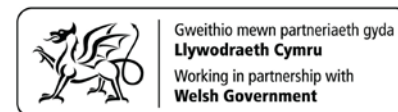




Referral Process

This presentation is designed to provide information about how to refer an individual to Engage to Change and the processes involved



Cyflwynir gan
Delivered by



Presentation overview

- Project partners
- Agoriad: who we are and what we do
- Who is eligible for our services?
- Who can refer?
- How and when to refer?
- Referral process
- Action Plans
- Alternative pathways
- Client voices

Delivery Partners

The delivery partners for the Engage to Change project are:

- ELITE Supported Employment Agency
- Agoriad Cyf
- Project SEARCH





- Voluntary organisation & registered charity
- Established in 1992
- Originally set up to work with adults with learning disabilities living in Gwynedd & Anglesey
- Now work with all individuals who are at a disadvantage when finding employment
- Aged 14-65 years
- Current contracts/Funders: Jobcentre Plus, Local Authorities, WCVA, Big Lottery.
- We run several Social Enterprises as well as a Social Firm
- Offices in Bangor, Holyhead, Pwllheli, Dolgellau, Bethesda
- We also use other outreach venues throughout north Wales
- We will be looking at establishing an



Eligibility

- 16 - 25 years old
- have a learning disability / difficulty and/or Autism
- NEET or at risk of becoming NEET
- Must want to work
- Must have support from family or support network
- Must have the potential to develop personal and work skills required to meet business needs within the employment setting
- Prepared to undertake training to develop vocational and independent skills
- Unable to access Statutory Provision due to support requirements, stamina, level of ability and personal skills
- May be unable to cope with required hours of statutory provision
- The individual requires a person centered approach

Who can refer?

- Individuals can self refer
- Parent / Carers / family member
- organisations can refer their clients.
 - Social Worker/Care Manager
 - Careers Officer
 - Tutor / Teacher, schools or Colleges
 - DWP or Jobcentre plus staff
 - Existing client network providers including
 - Specialist support workers

Deciding to make a referral

If you have identified a potential client for our services :

- Before referral
 - Talk to the individual about the programme introducing how the service could help
 - Agree with referral service that criteria have been met and that a referral will be made
 - Consent for the referral has been given by the client

What does a referral include?

There will be:

- A standard proforma to collect personal details
 - Information form about:
 - health and disability
 - Individual goals
 - any issues/concerns
- Information form that may be produced by a third party about a person's needs, abilities etc;
- Eligibility checklist.
- Completion of the referral form may require additional information from other organisations or people associated with the client referral in order that a holistic base is established for action planning

What does a referral include?

When forms are received we conduct our eligibility check

Where eligibility has been established, the client will be invited to an initial meeting (this will assist engagement in the assessment process when we contact them).

The referral process when completed leads, if successful, to the assessment process

Initial meeting

Purpose:

- Confirm eligibility by reviewing against the checklist and adopting a standard “getting to know you” meeting format
- If eligibility is confirmed, further meetings will be organised to start the person centred planning process and Vocational Profiling
- From the information gathered in these initial meetings, we will support the individual to produce an Action Plan with their Jobcoach.

Action Plans

The individual Action Plan may include a variety of the following activities:-

- Personal development and effectiveness activities
 - Confidence building
 - Person network & support
 - Employer Visits;
- Accredited or non-accredited courses;



Action Plans

The individual Action Plan may include a variety of the following activities:-

- Travel Training and / or independence skills



- Supported Job tasters or Work Experience



Action Plans

The individual Action Plan may include a variety of the following activities:-

- Supported Paid Placement or internship



- Ongoing support to find and keep sustainable employment.



Not Eligible for Referral?

There may be occasions where individuals may not be eligible for the programme. Our current thinking is highlighted by the instances below:

- If not eligible at this point in time, due to a development need, we will support each individual to access other provision that can support their development and aid them in future referrals; (this may be in house or external provision).
- Individuals may not be eligible if they are more suited to some of the mainstream programmes that are available e.g. Workchoice, Specialist Employability Support. We will signpost to these programmes. Some of these programmes may be delivered by our own organisations or by other organisations that are part of our networks.

Clients' voices

AGORIAD POINTED ME IN THE RIGHT DIRECTION AND SHOWED ME WHAT TO DO AND EXPLAINED TO ME ABOUT THE WORLD OF WORK.

HELPED ME GAIN NEW SKILLS, LIKE HOW TO SAVE MONEY, BE ON TIME AND HAVE MORE CONFIDENCE USING THE BUS.

I HAVE MADE MANY NEW FRIENDS AT WORK, AND HAVING A JOB IS HELPING ME BECOME MORE INDEPENDENT. IT'S NICE TO HAVE ENOUGH MONEY TO BUY THINGS THAT I LIKE AND NOT HAVE TO DEPEND ON OTHERS.

To make a referral or have a question about the project:

Agoriad

LDW

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- In person @ any Agoriad office
 - Bangor
 - Holyhead
 - Pwllheli
 - Dolgellau

