

# Outreach Services – Assessment and Support Plan



Tick relevant box

- Initial assessment and support plan  
 Plan update

Outreach Service providers must:

- Submit an Initial Assessment and Support Plan prior to the fifth session with the worker. Further updates and plans will be required if additional funding is needed beyond the approved initial support package.
- Complete this form in collaboration with the worker and email to their case manager (the Agent). Please note that this template is a guide, and provided the information below is covered, the layout of the plan is flexible.

Provider Organisation

Provider name and contact details (phone/email)

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Worker name

Claim number

Date

No. hrs used

No. hrs requested

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Reason for referral

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Intervention and progress summary

Include:

- the person-centred goals from the initial plan,
- details of the evidence-based support services provided and
- a brief summary of the worker's progress

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Barriers to recovery

What are the potential barriers to the worker's recovery?

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Goal setting

Goals should be Specific, Measurable, Achievable, Relevant and Timed (SMART) and developed in collaboration with the injured worker

Return to Work/Functional goal	Estimated date of achievement
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1.	
2.	
3.	

Proposed ongoing plan

How will the above goals be achieved?

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Outcome measures

Please provide details of any standardised outcome measures used as applicable

Outcome Measure	Baseline Score and date	Reassessment Score and date
1.		
2.		
3.		

Which other treating practitioners have provided input into this plan/report?

Name	Profession

Specify number of additional hours requested (if relevant)

How will these extra hours help increase worker independence?

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Worker's signature	Outreach Provider's signature

Date	Date

<b>To be completed by WSV Agent IMA/case manager</b>	
Total hours requested	Total hours approved
<input type="text"/>	<input type="text"/>
Signature of WorkSafe IMA/Case Manager	
<input type="text"/>	
Print name	Date
<input type="text"/>	<input type="text"/>