

FALLS MANAGEMENT AND PREVENTION PROGRAM REFERRAL CHECKLIST

A Guide for Referral to Other Members of the Multi-Disciplinary Team

Effective management of people who have had a fall is complex and requires a multi-disciplinary approach. If the underlying causes of a fall are not identified and addressed, the client will be at risk of additional falls in the future. Similarly, if the consequences of a fall are not addressed promptly and appropriately the client's recovery and independence may be adversely affected.

Many health professionals are not fully aware of the potential role that clinicians from other disciplines can play in the assessment and care of a client who has had a fall. The purpose of this guide is to assist clinicians to identify the potential roles of other members of the extended multi-disciplinary team and to refer to them appropriately.

How to Use the Referral Checklist

The Falls Management and Prevention Program Referral Checklist is designed to be used with any client living in the community who has had a fall.

The purpose of the *Falls Management and Prevention Program Referral Checklist* is to ensure that the **necessary range of services are engaged** to provide the appropriate response to any injury suffered by the client, identify and address factors contributing to the fall, maximise the client's recovery and/or prevent them falling again in the future.

The Falls Management and Prevention Program Referral Checklist:

- Is a simple checklist to identify if a client would benefit from **assessment and/or management by health professionals from other disciplines**
- Can be completed by a **health professional from any discipline**
- Allows **prioritisation of referrals** in terms of assessments and interventions that are required
 - **Urgently** (within 24 - 48 hours), to maximise client safety
 - **Semi urgently** (within 2 weeks)
 - **Non urgently** (as appropriate) to manage the less urgent elements of the fall
 - **In place now** – service already in place to address concern so no referral is required
- Comprises an **Abridged Version** and a **Full Version** on the one form

In situations where time or other factors prevent completion of the full checklist, completion of only the abridged version (first section) will allow immediate issues concerning client safety to be addressed. The full version of the Referral Checklist can then be completed by either the same clinician at a later date, or the most appropriate clinician as nominated by them. The nominated person to complete the full version needs to ensure any additional services identified also receive a copy of the referral check list. This information is recorded on the Fax/Information Cover Sheet. The Falls Management and Prevention Program Referral Checklist:

- Does **not assess the risk of an individual having a fall** as these clients are already known to be at risk of future falls because they have had a fall
- Does **not need to be completed in a formal interview** with the client if the information is available from other sources or observations

The clinician simply needs to

- **Tick the relevant items and refer the client to identified members of the multidisciplinary team..**
- **Attach a copy of the Falls Management and Prevention Program Referral Checklist to your referral/s to other service providers.**
- **Forward a copy of the Falls Management and Prevention Program Referral Checklist to the client's preferred GP for their records**

This Checklist can be used in conjunction with any other health or risk assessment such as the ONI (Ongoing Needs Identification) or the Queensland Health Falls Risk Assessment Tool.

Created by BSCHSI a collaboration between Brisbane Inner South Division of GP's, Mater Health Services(DAART) and Brisbane South Community Health Services