

## ASSESSMENT

CCP Staff will complete a comprehensive biopsychosocial assessment of all clients, beginning at the first session with the client and on an ongoing basis.

## REFERENCE

*Pathways to Wellness: An Updated Action Plan for Addictions and Mental Health 2014-2016*

## PURPOSE

- To gain a holistic view of the client and their needs.
- To determine the clients need for further assessment (e.g. depression, addictions, etc.).
- To determine the client's needs and directions for service.

## PROCEDURE

1. Health and Social Services Authorities will create an assessment which includes the collection of information in the Assessment Requirements Checklist.
2. Meet with the client and gather information about the client, including, but not limited to the information on the Assessment Requirements Checklist.
3. Complete the appropriate inventory if you feel that you need additional information on a specific issue/problem.
4. If further assessment/psychological testing or additional services are necessary initiate the referral process.
5. Complete the ODARA (Ontario Domestic Assault Risk Assessment) in **all** cases of family violence when the following criteria is met (see Family Violence standards for more information on safety planning):
  - Male partner abusing female partner
  - Presence of index assault, which is the most recent incident in which the man being assessed assaulted a woman with whom he is (or was) in a relationship with (most recent on police record).
6. Analyze the results of any assessment tools utilized and determine the client's needs and risks.

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Director Mental Health and Addictions



7. Place completed assessment form in the client's file and document any actions taken.
8. Place all completed assessment inventories that were completed in the client's file with notes on the outcome of the inventory and the client's needs and risks.

#### **FORMS**

- Assessment Requirements Checklist
- ODARA Risk Assessment Form

#### **TOOLS**

- Assessment Form Template
- Assessment – Resource List
- ODARA Information

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