



AODTS001



UR Number: .....

Surname: .....

Given name: .....

Date of birth: .....

# VICTORIAN AOD INTAKE TOOL



**FOR STAFF ONLY**

Clinician name: .....

Agency: ..... Catchment: .....



Signature: ..... Date: .....

# DEMOGRAPHIC INFORMATION

UR Number: .....

Family name: ..... Name/preferred name(s): .....

Date of birth: / / ..... Preferred pro-noun (she/he/they): .....

Gender identification:  Male  Female  Other (please specify): .....

Identification as LGBTIQA+:  No  Yes  Prefer not to say  Other (please specify): .....

Private health Insurance?  No  Yes Details: .....

Person with a disability:  No  Yes Details: .....

Reason for call/ visit today: .....  Self  Other

Details: .....

Address: .....

Postcode: ..... Is it safe to send mail to this address?  No  Yes Preferred contact method: .....

Mobile number: ..... Is it safe to leave voicemail/text message on this phone?  No  Yes

Other contact number: ..... Does anyone else have access to this phone? .....

Email address: ..... Emergency contact name: .....

Relationship to client: ..... Emergency contact number: .....

Country of birth: ..... Cultural background: .....

Identifies as:  Aboriginal  Torres Strait Islander  Both  Neither

Refugee status:  Refugee  Asylum seeker  Neither Visa Status details: .....

Preferred language/dialect: ..... Interpreter required:  No  Yes

Employment status: .....

Living with:  Family  Friends  Alone  Care home  Other

Family members to be involved in assessment/ treatment:  No  Yes

Details: .....

Primary caregiver/living-with child/ren or other dependents aged 16 or under:  No  Yes

Has children not in their care:  No  Yes

Changes to parenting arrangements /orders (Details): .....

Age(s) of children or dependents: .....

Family Reunification Order:  No  Yes If yes, AOD treatment a condition:  No  Yes

GP name: ..... Email: .....

Fax: ..... Phone number: ( ) .....

Medicare number: ..... Expiry date: ..... Health Care Card number: ..... Expiry date: .....

Engaged with other services:  Child protection  NDIS  Housing  Mental health  Legal

Financial  Family Violence Service  Mens Behaviour Change Program  Other (please specify): .....

## FOR STAFF ONLY

Clinician name: ..... Position: ..... Signature: ..... Date: .....

# SECTION 1: ALCOHOL AND OTHER DRUG USE

1. Alcohol or drug use in the past year:  No  Yes

2. At risk of lapse/relapse:  No  Yes

Details:

IF NO TO Q1 AND Q2 GO TO SECTION 2

3. Primary drug of concern:

4. Days of use of primary drug of concern in past month:

5. Amount of primary drug of concern per day: (amount) (units of measurement)

6. Last use of primary drug of concern: Date:

7. Usual route of administration:  ingests (swallows)  smokes  injects  sniffs (powder)  
 inhales (vapour)  other  multiple  not stated

8. Other drugs of concern:

9. Any recent (past 3 months) injecting drug use:  No  Yes Days of injecting use in past month:

10. History of drug overdose:  No  Yes

11. Other risky drug practices (past 3 months, e.g. DUI, unsafe injecting practices, injected by another, using alone, unsafe sex, etc.):

No  Yes Details:

12. Evidence of harm from substance use (e.g. interpersonal, financial, legal, mental health, physical issues):

No  Yes Details:

13. Evidence of substance dependence (e.g. tolerance, withdrawal, previous quit attempts, preoccupation, craving, etc.):

No  Yes

14. On pharmacotherapy program? (e.g. methadone/buprenorphine)  No  Yes

Details (including prescriber details and buprenorphine formulation):

15. Previous use of AOD services:  No  Yes

16. If yes, which program/s (e.g. counselling services (including court ordered), withdrawal services, pharmacotherapy)

**FURTHER COMMENTS:**

**FOR STAFF ONLY**

Clinician name:

Position:

Signature:

Date:

# SECTION 2: RISK AND COMPLEXITY

17. Any current physical health/medical issues (tick all that apply):

- History of seizures (date of last seizure: ..... )  Chronic pain  Pregnancy  Diabetes  
 Chronic physical illness (e.g. cardio, respiratory)  Liver disease  Acquired Brain Injury  
 Other (please specify): .....

18. Any current mental health issue (e.g. major depression, etc.):  No  Yes

Details (diagnosis, most recent hospitalisation): .....

19. Are you currently taking any medications for your mental/physical health issues?  No  Yes

(Please specify): .....

20. Recent/current self-harm:  No  Yes

Details: .....

21. Recent/current suicidal ideation/suicidal attempts:  No  Yes

If yes, details of safety plan: .....

22. Homeless /risk of homelessness:  No  Yes

Details: .....

23. Unemployed /risk of unemployment:  No  Yes

Details: .....

24. Concerned about gambling:  No  Yes

Details: .....

25. History/Risk of aggression to/from others:  No  Yes

Details: .....

26. Any significant court /legal issues(involvement with justice):  No  Yes Pending court date:  No  Yes

Details: .....

Details: .....

27. Current family violence intervention order:  No  Yes

Details: .....

As Affected Family Member:  No  Yes As Respondent:  No  Yes Children on FVIO:  No  Yes

Details on Order: .....

28. Family Violence:  No  Yes

Details (e.g. perpetrator actions controlling behaviors, physical assaults, threats to you/children /existing safety plan): .....

Do you have immediate concerns about your safety:  No  Yes Details (e.g. imminence, risk management etc): .....

(Note - if you are concerned about the immediate safety of your client – escalate to your supervisor, call Safe Steps on 1800 015 188 or police if necessary).

## FOR STAFF ONLY

Clinician name: .....

Position: .....

Signature: .....

Date: .....

## SUMMARY OF IDENTIFIED NEEDS, INCLUDING NEED FOR AOD AND OTHER SERVICES:

.....  
.....  
.....

## OUTCOME OF INTAKE

### REFER FOR FURTHER ASSESSMENT?

- No (go to "Next Steps") Reason assessment not needed: .....
- Yes (dependent, harm or high risk substance use)

Requires assessment for:  Counselling  Non-residential withdrawal  Residential withdrawal  
 Care and recovery co-ordination

Prioritisation:  Low  Medium  High

**Justification for prioritisation** (based on AOD problem severity, client risks, family violence, complexity and protective factors):

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Able to attend assessment/treatment appointment (e.g. transport needs):  No  Yes

Details:

Recommended optional modules:

Recommend MARAM risk assessment(s):

**Next Steps:** (e.g. bridging support, psycho-education, brief intervention, harm reduction information, referral to non-AOD service, family violence service, neuropsychology assessment, housing etc.)

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**Client Preferences:** (e.g. service type, gender of clinician, time of day, location, services that cater for specific populations, such as Indigenous, LGBTQIA+, disability, youth etc.)

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Information requested for affected significant other (e.g. family member):  No  Yes

Referred to intake by: ..... Phone number: ..... Date: .....

Has the agency 'consent to share information' form been completed?  No  Yes

Referral sent?  No  Yes Sent date: ..... Referral accepted?  No  Yes

### FOR STAFF ONLY

Clinician name: ..... Position: ..... Signature: ..... Date: .....