Process for Integrated Outsourced Assessment Service

1. **Pre Referral (STAGE 1)**
   - Family identifies concern and discusses need for referral.
   - School contacts the contractor.

2. **Referral (STAGE 2)**
   - School contacts the contractor.
   - Contractor reviews referral.

3. **Assessment (STAGE 3)**
   - Contractor contacts assessment.
   - Contractor meets with relevant people (e.g., family/school staff) to complete case history and provides feedback.

4. **Report (STAGE 4)**
   - Contractor writes report and provides copies for school, parents, and confidential student file.

5. **Post Assessment (STAGE 5)**
   - School compiles and sends completed application with the support of the DEECD nominee.
   - Assistance may be provided by the SSSO.

**Outcome:**
- Eligible
- Ineligible

**Notes:**
- Family, School, SSSO may provide ongoing support as required, which may include further assessment.
- The contractor may compile initial case history from referral process and provide feedback.
- School in conjunction with family/SSSO may decide whether to proceed with referral and school sends referral if appropriate.
- School and SSSO may provide ongoing support as required, which may include further assessment.
- School and SSSO may provide ongoing support as required, which may include an assessment, e.g., learning difficulties.
- School completes referral pack.
- SSSO may provide ongoing support as required, which may include further assessment.
- SSSO may assist with completion of referral and provide available information and evidence as requested by the contractor.
- Application does not proceed.
- School and SSSO provide ongoing support as required, which may include further assessment.