

Health Employee Learning and Psychotherapy (HELP) Services
Referral Form for Individual Employee

To be completed by Line Manager, Human Resources, Occupational Health or Medico-Legal Manager. **Please answer all questions** and return as below.

Name of Employee:			
Age:		Date of birth:	
Professional role/ title:			
Grade:			
Contact Phone Number: Mobile:			
Land Line:			
Ward/Department:		Site:	
Division/Directorate:			
Referral Date:			
Reason for Referral:			
Name of Person Referring:			
Job Title of Referring Person:			
Contact Details:	Ext. No:	Mobile:	Land Line:

Please return via e-mail to bsuh.help.referrals@nhs.net or internal/external post to:
Donna Butler, Lead Psychotherapist/ HELP Service Manager, Sussex House, Abbey Road, Royal
Sussex County Hospital. **PLEASE MARK ENVELOPE AS CONFIDENTIAL.**