
Referral Process – Accommodation (Single)

Current & Upcoming accommodation Vacancies (Refurbished/ new developments):

PLEASE CONTACT THE OFFICE

1. Eligibility Criteria

Single homeless people aged 18 plus are eligible but the following exclusions will apply.

- People who do not need housing related support.
- People with a history of arson or violence.
- People with medium to severe mental health problems.
- People who have medium to severe learning difficulties.
- People with medium to severe substance use problems.
- People who have medium to severe physical disabilities.

2. Assessment Process

All clients are referred to us using our referral forms or by contacting the office directly. They are referred from various agencies, such as Social Services, Probation Service, Youth Offending Team, Benefits Agency, Homeless Department and other voluntary & statutory organisations.

All referrals must be accompanied by a completed external risk assessment & or supporting documents (where possible). All referrals are assessed at an interview for their eligibility for supported accommodation. All applicants have a right to be interviewed to determine their needs and whether their needs can be met by the service.

After the applicant's interview and a needs and risk assessment has been carried out, a decision will be made as to whether we can offer the applicant supported accommodation.

We will inform the applicant and referring agency of our decision. If the applicant is offered supported accommodation, he or she will accept a support package which will be client centred and part of the Licence Agreement.

Failure to engage with this support package may result in a review of the client's support needs and a decision made as to whether or not the service meets those needs. Staff are trained and committed in assisting applicants through the assessment process.

The clients live together as a community cooperating with one another and mixing together for the common good.

Note: It is the discretion of the Housing Needs Manager to refuse the applicant at assessment stage if the individual does not meet the organisations allocations criteria.

Note: Police checks are carried out before an individual is allowed to access our services (only some sites).

3. To make a referral

- Contact the office on 0121 663 1443
- info@springhousing.org.uk or subbi@springhousing.org.uk - **Housing Needs Manager - 07825812105**
- Complete a Housing Application Initial inquiry form, please email or post completed forms to;

Birmingham Regional Office: 16 Commercial Street, Birmingham, B1 1RS

Sample Property Specification:



