

# **REFERRAL PROCEDURE FLOW CHART**

Contact CTPLD to inform them  
that a vacancy has arisen

CTPLD will inform us of any  
Service user that is interested

Invite service user for tea  
meet and greet with other service users

Get feed back from service users/staff

Invite Service user to stay for a  
Pre- assessment of about 3 months  
where a report will be carried  
out as to identify any special needs

Meet with CTPLD staff/Service User  
where the development report will  
be discussed to see if the  
home can meet the Service Users needs.

Get feed back from service users/staff

Contact CTPLD with decision