All of the inclusion criteria below must be met for a referral to the service.

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| **Issue** | **Inclusion** | **Exclusion** |
| **Source of referral to SHIP** | **Qualified mental health professionals working in Trust MH teams /**  **Primary Care Talking Therapy Hubs/ MDT teams in primary care.** Tier 2 and 3 Addiction practitioners may refer in Southern Trust.  | Direct referral from GP to SHIP |
| **Self-harming Behaviour** | Patient presents to Trust with:a) act of self harm **OR**b) thoughts of self harm without suicidal intent ( pilot from 1 Feb 20) **AND**in the opinion of the referrer would benefit from engagement with **Step 2 psychological intervention to prevent or reduce further self harming behaviour and does not need input from Step 3 mental health services see below\*** | Patients who do not meet inclusion criteriaThis service is for people who self harm. Patients with other needs should be managed by Trust or other services appropriate to meet their needs. |
| **Assessment** | Referral at discretion of Trust staff and consideration of eligibility criteria following either:Routine face to face psychosocial needs and risk assessment procedures and application of the SHIP eligibility criteria. **OR** Telephone discussion with the patient AND GP to confirm suitability and eligibility for the service. The GP must have seen the patient and assessed needs and risks. | Consider retaining patients with little external supports in Trust services e.g. has no GP/ no fixed abode/ no support person who can be named on referral formThe group above is not excluded per se but requires careful consideration as such patients may be at increased risk and difficult for SHIP to contact and to manage risk. |
| **\*Need for follow-up by Trust Mental Health services** | Patients who **do not** require longer term follow-up by Step 3 Trust Adult Mental Health Services. **Check to ensure not under follow-up by other teams incl CAMH / transition services.**Some patients may require a brief period of crisis management within the Trust **PRIOR** to referral to SHIP but are otherwise suitable for step down to this service and meet the other criteria.**See overleaf in relation to follow up by Trust Addiction Services or Community Addiction Services**  | Requires longer term follow-up by Trust Adult Mental Health services **or CAMH / transition services.** |
| **Alcohol /drug misuse issues** | No issues or May have co-existing alcohol /drug misuse issues but does not have a level of substance misuse that prohibits meaningful engagement in counselling with SHIP in relation to their self harm. SHIP can provide brief interventions in relation to substances but due to the short term nature of the service is unable to provide longer term intervention with regard to substance misuse and therefore Trust staff should consider the need for referral to relevant substance misuse services. Referrers should use the Regional Substance Misuse Care Pathway and AUDIT and LDQ to inform decision making re nature of substance misuse intervention required.Decisions regarding referral to SHIP will be based on clinical judgement in individual cases and include consideration of:* Level of substance misuse
* Past history/ engagement with Substance Misuse Services
* Patient’s wishes and willingness to engage with Substance Misuse Services and/ or SHIP

Referrers should determine most appropriate care which may include referral to:* Step 2 /3 Substance Misuse Services only, with consideration of the need for SHIP at a later stage when substance misuse issues dealt with. The discharge letter should state that SHIP referral might be an option in the future. For those referred to Step 2 substance misuse services the GP may then need to initiate SHIP referral at a later stage via Trust mental health services in the usual manner.
* SHIP + Substance Misuse Services simultaneously

**( but note SHIP is likely to respond first so MUST be able to meaningfully engage with SHIP at the time of referral)*** SHIP alone
 | Unable to meaningfully engage with SHIP due to level of dependencyRequires acute detoxification services at the time of assessment |
| **GP registration**  | Ideally patient should be registered with a GP If not currently registered with a GP then they should be strongly encouraged and supported to register with a GP Details re registering with a GP can be found at [www.hscbusiness.hscni.net/services/1814.htm](http://www.hscbusiness.hscni.net/services/1814.htm)Those not entitled to NHS primary care (usually from countries outside EU with no reciprocal arrangements)  can register privately with a GP who will usually charge for these services. |  |
| **No fixed abode** | This is a vulnerable group and serious consideration should be given as to whether they are suitable for SHIP and perhaps retain in Trust services at clinical discretion All attempts should be made to obtain an address so the SHIP providers can communicate with the client.Make every effort to obtain details for a ‘support person’ who may be contacted by the SHIP service and document details on the referral form. |  |
| **Need for Interpreter** | If the patient is otherwise suitable for referral and there is a need for SHIP services to have access to an Interpreter then the NI HSC Interpreting Service can be used <http://interpreting.hscni.net/NIIR.Website>]The Trust professional who makes the referral will have to liaise with SHIP to book an interpreter for each appointment.  There is facility on the intranet system for referrers to block book up to 6 appointments but the referrer would need to know the dates and times of these appointments, otherwise bookings will have to be loaded onto the system after liaison with SHIPRegistered Trust venues to be used |  |