

School Telehealth Appointment Form

For a student to access a telehealth appointment with their headspace worker whilst at school the following form must be completed and sent to hs.dubbo@marathonhealth.com.au . Should you have any questions regarding these appointments please contact 5852 1900.

A telehealth appointment can be delivered via:

- phone OR
- online using Microsoft Teams with:
 - a stable internet connection
 - computer,
 - webcam
 - and headset

Both must be conducted in a private, safe space to maintain the student’s privacy and confidentiality.

A member of school staff will also need to be available to assist in getting the student from class to the appointment and to start the appointment in case there are any technical difficulties. They will also be required to be contactable during the appointment should the young person require assistance or need someone to check in with during or following the appointment.

Please provide details regarding the preferred method of delivery for appointment as well as details of the on-site contact in the form below, including the best contact for them at the time of the appointment.

Student Name & Year Group:	Appt Date:
headspace Worker Name:	Appt Time:
School Name:	Contact Name:
Telehealth Appt Type: Online or Phone	Phone: (best number for Contact above)
Email: (to send online appt link to)	Phone: (to call student if phone appointment)

Please ensure that all equipment is tested and working prior to the appointment as all headspace workers have multiple appointments on any given day and need to run to time as much as possible.

If a student is unable to attend the scheduled school telehealth appointment it is the responsibility of the students and their parent/carer to advise both the school and headspace Dubbo as soon as possible.

Parents/Carers wishing to have a follow up phone call from the headspace worker following their young person’s appointment can arrange this at the time of booking the appointment by providing their best contact details for the day of the appointment.