

Boab Health Services – request for new health promotion services

This form is to request the support of Boab Health Services to deliver health promotion activities such as group education or a community event.

Boab Health values the role of health promotion activities in the prevention and management of chronic and acute conditions and as a means of providing culturally appropriate services and developing relationships within the communities that we work in. Therefore, where there is valid rationale, support from your organisation and capacity within our team we will make every effort to support your request. However, please be aware that it may not always be possible to do so.

Please fill out the form below with as much detail as possible. You are providing the information we need to plan and conduct an effective, sustainable service that meets the needs of your community. The assistance of your organisation is essential to the success of health promotion activities because you know your clients and understand your community best. By completing this form, you are agreeing to work in partnership with Boab Health Services to carry out the requested activities.

Name _____ Best contact (if different) _____
 Position _____ Organisation _____
 Community _____ Email _____
 Phone _____ Mobile _____

What mode of support are you requesting?

- Community engagement
- In-service to health professionals/ community workers
- Community group education
- Capacity building session (practical skills development)
- Other (please describe)

What is the intended platform for delivery?

- Special event/group (once-off)
- New ongoing group
- Existing ongoing group

Which allied health service are you requesting?

- Dietitian/paediatric dietitian
- Diabetes educator
- Podiatrist

What is the purpose of the event/group? eg diabetes management, encourage healthy lifestyles, mums and bubs support, NAIDOC etc

For groups only, what is the usual frequency and duration of group meetings? eg 2 hours, fortnightly

When are you requesting our services for? Date(s), time(s)/duration, frequency

eg 1 hour, 2x/school term, ongoing

Please describe the target audience:

Number of attendees _____ **Age range** _____

Characteristics eg community workers, health professionals, community elders, Indigenous/non-Indigenous etc

Health conditions present eg diabetes, CKD etc _____

Literacy levels (to determine appropriate resources) _____

Prior topic knowledge _____

Other relevant information _____

What is the main reason you think this group or event would be successful in your community?

How will the requested services complement existing activities? What are you doing/will you do to prepare the audience for interaction with our service? eg Part of a series on chronic conditions, health-themed term at school. Have conducted base-level education, consulted group re topics, initiated goal setting etc

Which specific topic(s) would you like us to cover? eg iron, fussy eating, basic foot checks, diabetes medication (Please discuss with the target audience to identify knowledge gaps, client goals etc)

Who will be available from your community/organisation to support the group/event?

Provide names and contact phone and/or email

- 1 _____
- 2 _____
- 3 _____
- 4 _____
- 5 _____

What support can your organisation provide?

- Planning and promotion
- Set-up
- Client transport
- Assistance during group/event eg classroom management, translation, engagement
- Financial assistance/purchase of materials
- Pack-up
- Other _____

Where will the group/event be held (include address)?

Please describe the space, relevant facilities and available equipment

Do you have any other comments that will support your request?

I, (name) _____ request the support of Boab Health Services and agree that our organisations will work in partnership to plan, promote and facilitate the above-mentioned health promotion activity.

Signed _____

Send completed request forms to reception@boabhealth.com.au or your Boab Health Services contact. A Boab Health Representative will be in contact with our response. Please allow up to 3 weeks.