



# BIE BHWP Referral Form

Please note that this form will be completed during a virtual referral intake session and completed forms should **not** be sent to the BHWP at any time to ensure the protection of your confidential information.

**Request for BIE Behavioral Health and Wellness Program (BHWP):**

- Counseling
- Resources

**Referred by (check all that apply):**

- Self       Custodial parent/Legal Guardian
- Counselor    Other \_\_\_\_\_
- Teacher

Referral Name and Contact Information: \_\_\_\_\_

Client's Full Name: \_\_\_\_\_

Preferred Name: \_\_\_\_\_

**Custodial Parent/Legal Guardian Information:**

If under the age of 18, parent/legal guardian's name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

School Affiliation: \_\_\_\_\_

Department Affiliation (if adult) \_\_\_\_\_

Tribal Affiliation or Tribal Enrollment: \_\_\_\_\_

**Mailing address (if minor, parent/legal guardian address):**

Address/P.O. Box: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

**Physical address (if different from mailing address):**

Physical Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

**Contact information (if minor, parent/legal guardian phone):**

Home Phone: (\_\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_



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**Preferred phone for contact:**

- Home  Cell

**If a cell phone, do you agree to receive text messaging regarding appointment times, emergency contact, or other necessary contact times?**

- Yes  No

**Status**

- Student  
Grade Level \_\_\_\_\_
- Staff Member/Faculty
- Student Family Member

**Gender/Orientation:**

- Male
- Female
- Self-identify as \_\_\_\_\_
- Prefer not to respond

**Preferred Pronouns (he/him, she/her, they/them):**

**Emergency Contact Information:**

Emergency Contact Name: \_\_\_\_\_

Emergency Contact Phone Number: (\_\_\_\_\_) \_\_\_\_\_

Emergency Contact relationship to client: \_\_\_\_\_

Secondary Emergency Contact Name: \_\_\_\_\_

Secondary Emergency Contact Phone Number: (\_\_\_\_\_) \_\_\_\_\_

Secondary Emergency Contact relationship to client: \_\_\_\_\_

**Reason for Referral:**

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**As applicable:**

**Local or preferred hospital or emergency room nearest your physical location:**

Hospital or ER address: \_\_\_\_\_

Hospital or ER Phone Number: \_\_\_\_\_



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**Local EMS, Law Enforcement Department or Community Health Office:**

EMS Contact Number: \_\_\_\_\_

Local Law Enforcement Contact Number: \_\_\_\_\_

Community Health Office: \_\_\_\_\_

**Privacy Act Statement:** This information is collected pursuant to the provisions of the Privacy Act of 1974, as amended, under the Department of the Interior (DOI) Privacy Act system of records, INTERIOR/BIE-02, Behavioral Health and Wellness Program. This system helps the Bureau of Indian Education (BIE), Behavioral Health and Wellness Program (BHWP), provide immediate behavioral health crisis support, clinical counseling services, crisis care coordination, and communication with the client and appropriate points of contact for referrals and continued service delivery or emergency care. In addition to those disclosures generally permitted under 5 U.S.C. 552a(b), all or a portion of the records or information contained in this system may be disclosed outside DOI as a routine use pursuant to 5 U.S.C. 552a(b)(3).

**Paperwork Reduction Act Statement:** We are collecting this information subject to the Paperwork Reduction Act (44 U.S.C. 3501) to provide indigenous focused, evidence-based, and trauma-informed behavioral health and wellness services/resources for students and staff at all Bureau-funded programs, departments, and institutions including Bureau operated schools, Tribally controlled schools, post-secondary institutions, and Tribal colleges and universities. Your response is voluntary, and we will not share the results publicly. We may not conduct, or sponsor and you are not required to respond to a collection of information unless it displays a currently valid OMB Control Number. OMB has reviewed and approved this form and assigned OMB Control Number 1076-0122.

**Estimated Burden Statement:** We estimate this form will take BHWP staff, via staff and/or student virtual referral intake interviews, 30 minutes to complete, including time needed to read instructions, gather information, complete, and submit the form. Please note that this form will be completed during a virtual referral intake session and completed forms should **not** be sent to the BHWP at any time to ensure the protection of your confidential information. You may submit comments on any aspect of this information collection to the Information Collection Clearance Officer, Office of Regulatory Affairs & Collaborative Action – Indian Affairs (RACA), U.S. Department of the Interior, 1001 Indian School Road NW, Suite 229, Albuquerque, NM 87104.