Mental Health Act 2014
Section 30

MHA 101
Assessment Order

Instructions to complete this form
• This form must be completed by a registered medical practitioner or a mental health practitioner (see definitions over page).
• When you examine the person, you must explain the purpose of the examination to the extent that is reasonable.
• You should complete this form as soon as practicable after examining the person but not more than 24 hours.

1. I am: ☐ a registered medical practitioner
   ☐ a mental health practitioner
   (please cross ☒ one option only)

2. I examined the person on: __________________________ at: __________________________
   date time 24 hour

3. I am satisfied that all the following criteria in section 29 of the Mental Health Act 2014 apply to the person:
   a. the person appears to have mental illness (mental illness is a medical condition that is characterised by a significant disturbance of thought, mood, perception or memory); and
   b. because the person appears to have mental illness, the person appears to need immediate treatment to prevent:
      i. serious deterioration in the person’s mental or physical health; or
      ii. serious harm to the person or to another person; and
   c. if the person is made subject to an Assessment Order, the person can be assessed; and
   d. there is no less restrictive means reasonably available to enable the person to be assessed.

4. I base my opinion on the following:

5. I am satisfied that:
   ☐ assessment can occur in the community and make a Community Assessment Order.
   ☐ assessment cannot occur in the community and make an Inpatient Assessment Order.
   (please cross ☒ one option only)

6. Date and time Assessment Order is made:
   __________________________ at: __________________________
   date time 24 hour

7. The duration of:
   • a Community Assessment Order is 24 hours unless it is extended or revoked
   • an Inpatient Assessment Order is 24 hours after the person is received at a designated mental health service unless it is extended or revoked (see also note 1 over page).

Signature: __________________________ Date: __________________________
signature of practitioner

Given Names: __________________________ Family Name: __________________________

Business Address: __________________________

Designation: __________________________ Telephone: __________________________

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This form must be completed by a registered medical practitioner or a mental health practitioner (see definitions over page).
Next steps
After completing this form:

- **tell** the person you have made this Assessment Order
- **give** the person a copy
- **explain** the purpose and effect of the Assessment Order
- **notify** the authorised psychiatrist of the relevant designated mental health service and give them a copy of this Order
  - if you made:
    - an Inpatient Assessment Order, you should **arrange** for the person to be taken to the relevant designated mental health service (see note 2 below); or
    - a Community Assessment Order, you should **arrange** with the relevant designated mental health service for the person to be assessed in the community.

Notes
1. In the case of an Inpatient Assessment Order, the person must be taken to a designated mental health service as soon as practicable but not later than 72 hours after the Order is made. The duration of the Inpatient Assessment Order is then 24 hours from when the person is received at the designated mental health service, unless it is extended or revoked by an authorised psychiatrist.

2. An Inpatient Assessment Order is sufficient authority to transport the person to a designated mental health service and to detain the person in the service for assessment:
   a. Transport choices should be appropriate to the person’s needs and circumstances and should use the least restrictive option possible. The Protocol for the transport of people with mental illness 2014 outlines the range of transport options available, and provides more detailed information about the use of emergency ambulances, non-emergency patient transport (NEPT) and police assistance. The protocol is available at www2.health.vic.gov.au/mental-health/practice-and-service-quality/mental-health-act-2014-handbook/compulsory-treatment/ambulance-paramedics
   b. The Department of Health and Human Services – Victoria Police protocol for mental health provides specific guidance about the role and powers of Victoria Police when required to transport a person to a designated mental health service. More information is available at www2.health.vic.gov.au/about/publications/policiesandguidelines/protocol-for-mental-health-a-guide-for-clinicians-and-police
   c. The Mental Health Act permits an authorised person to enter premises, apprehend a person, use reasonable force and bodily restraint, to transport a person to a designated mental health service. More information is available at www2.health.vic.gov.au/mental-health/practice-and-service-quality/mental-health-act-2014-handbook/compulsory-treatment/authorised-persons

3. Once the person has been taken to a designated mental health service (including the emergency department of that service), a registered medical practitioner or mental health practitioner at the service must receive the person and document the time as soon as practicable. The received time should be recorded on a MHA 102 – Receipt of person subject to Inpatient Assessment Order form.

4. If an Inpatient Assessment Order is made in the designated mental health service, the date and time the person is received will be the same as the date and time the Order was made.

5. The duration of the Inpatient Assessment Order is 24 hours from the time the person was received, unless it is extended or revoked by an authorised psychiatrist.

6. Contact details of your local designated mental health service can be obtained at www.health.vic.gov.au/mentalhealthservices/index

Definitions
- **Mental health practitioner** is a person who is employed or engaged by a designated mental health service and is a:
  a. registered psychologist
  b. registered nurse
  c. social worker
  d. registered occupational therapist.
- **Authorised person** is a person able to take a person to a designated mental health service and is a:
  a. police officer
  b. ambulance paramedic
  c. registered medical practitioner employed or engaged by a designated mental health service
  d. mental health practitioner (as defined above).
- **Registered medical practitioner** means a person who is registered under the Health Practitioner Regulation National Law to practise in the medical profession (other than as a student).