Mental Health Act 2014
Section 34(1)

MHA 102
Receipt of person subject to Inpatient Assessment Order

Instructions to complete this form
- This form must be completed by a registered medical practitioner or a mental health practitioner at the receiving designated mental health service.
- You should complete this form as soon as practicable after the person is received at the designated mental health service.

<table>
<thead>
<tr>
<th>GIVEN NAMES</th>
<th>FAMILY NAME (BLOCK LETTERS) of person to be assessed</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>a patient of: name of receiving designated mental health service</td>
</tr>
</tbody>
</table>

1. I am:
   - ☐ a registered medical practitioner
   - ☐ a mental health practitioner

2. The abovenamed person is subject to an Inpatient Assessment Order that was made on:

<table>
<thead>
<tr>
<th>date</th>
<th>at:</th>
<th>time 24 hour</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

3. The person was received at the abovenamed designated mental health service on:

<table>
<thead>
<tr>
<th>date</th>
<th>at:</th>
<th>time 24 hour</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Signature: Date: ____________________________

Given Names: Family Name: __________________

Business Address: __________________________

Designation: Telephone: _____________________

Next steps
- The person must be examined by an authorised psychiatrist or delegate within 24 hours from the date and time the person is received at the designated mental health service.
- An authorised psychiatrist or delegate must ensure reasonable steps are taken as soon as practicable to notify the following persons (as applicable) that the Assessment Order has been made and give them a copy of the Order and the Assessment Order statement of rights:
  - the nominated person
  - a parent if the person is under the age of 16 years
  - a carer, if assessing the person will directly affect the carer and the care relationship
  - a guardian
  - the Secretary, Department of Human Services or delegate if the person is the subject of a custody to the Secretary order or a guardianship to the Secretary order (eg. Manager, Child Protection).

Definition
- ‘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.