

ANNEX 6

TEMPLATE FOR IDENTIFYING AND MAPPING POTENTIAL REFERRAL PARTNERS

Name of institution:	Type of institution:
Director of institution:	Hours and Days Open:
Address:	Phone Numbers:
	Fax Numbers:
	E-mail Address:
What type of population do you serve?	Do you specifically see survivors of GBV? <input type="checkbox"/> Yes <input type="checkbox"/> No
What is the profile of the survivors you serve? Does your organization have any criteria that a potential client/patient would have to meet?	
Do you provide direct care or do you make referrals?	If you do provide direct care, what type is it? (Legal, medical, social, psychological, educational, etc.)
If you make referrals, where do you refer?	Do you charge a fee? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, do you have a fixed fee or can you make accommodations?
What is the profile of your staff who see survivors of violence?	Are there other activities that your institution offers?
Are you aware of any other institutions that offer care to victims of GBV? If so, can we have this information so we can contact them?	Would you be interested in our two institutions making cross-referrals? <input type="checkbox"/> Yes <input type="checkbox"/> No
Would you be interested in being a part of a network of groups that work in the area of GBV? <input type="checkbox"/> Yes <input type="checkbox"/> No	

INSTRUCTIONS

- » Get names of potential referral resources from non-governmental organizations (NGOs), hospitals, community leaders, and people at the district level.
- » If possible, request a face-to-face interview with the possible referral resource. Above is a sample set of questions that can be used to evaluate each group that is interviewed.
- » Offer to keep in contact and work together on creating a network, if they are interested.
- » Write up the resource list using the information that has been gathered. Divide the referral book up into different types of referral topics, putting all relevant referrals together under each area, i.e., legal, social, housing, medical, and psychological. Put it into a book with one referral per page, including relevant information about this institution that could be useful when deciding what institution could best help a particular client/patient.

Source: Adapted from UNFPA 2001