

Flow Chart

Initial Needs Assessment

Case Manager (CM) to assess Victim Survivors (VS) eligibility and suitability for PSI response and obtain informed consent for referral.

CM & PSI Coordinator to consult about the referral.

CM to complete & email the PSI referral, client consent & MARAM to the PSI Coordinator.
PSI Coordinator provides recommendation for a PSI response.

CM submits FSP application for Safety & Security Audit and provides PSI Coordinator's recommendations. **See** - South Safe for the [Bayside Peninsula FSP Application Process](#)

FSP provides an outcome about Safety & Security audit to be completed.

Safety & Security Audit

CM sends the Safety & Security Request form to Auditor (Already completed by PSI).

Auditor sends Audit Report to the CM.
CM to send auditor's Tax Invoice to FSP for payment within 2 business days.

CM & PSI Coordinator consult about the recommendations from the Audit Report.
PSI Coordinator makes recommendations.

CM consults with VS about recommendations and requests quotes from Security Suppliers.
If required, CM to have additional consult with PSI Coordinator once quotes are received or if client is requesting more safety measures than PSI coordinator's recommendation.

CM & VS to seek landlord's (Home Owner/ Body Corp/OOH) written approval for any property modifications.

Implementation of PSI Recommendations

CM submits FSP application with PSI Coordinator's recommendations and quotes to FSP.

FSP provides an outcome about funding application.

Once FSP approval & Landlord approval are obtained, CM & VS to coordinate the implementation of the FSP approved security measures with the Security Suppliers.

CM to send all tax invoices for completed works to FSP for payment within 2 business days of receiving them.