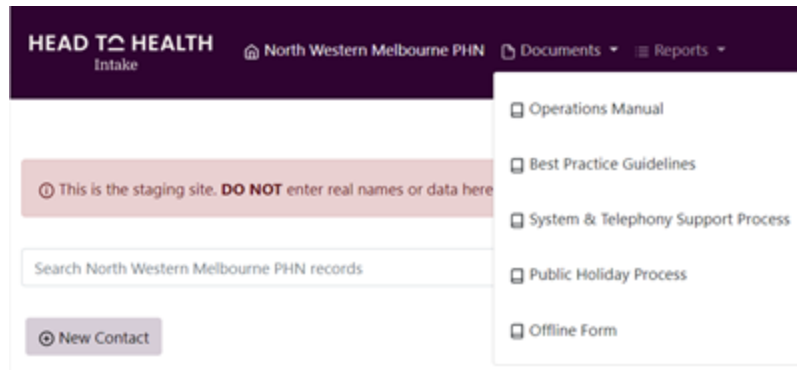


Offline form



Offline

This document should **only** be used to complete the IAR and record client information in the event that the webform is not accessible.

To enter client information, save a copy of this webform to your computer for editing.

Information recorded on this form **must** be entered into the online webform as soon as possible (ideally within 1 business day). To protect client privacy, the saved form with client information should be deleted or destroyed as per your organisations record retention and destruction policies.

Each intake team should also have a copy of the Offline Webform saved locally for easy access.

🕒 April 6, 2022 18:46:14