**Counselling:**

Data to be given:  2001-2021

Case ID

Contact Date

postcode

Age

DOB (year only)

Gender

incident date (month and year only)

Tac Client Status

DHHS region

Client Type

Referral Date Received

Session Notes: date seen, staff name, type of contact, time spent, time spent admin/case notes

Interested in:

Summarise the data and note any changes over the period :

-the distribution of number of session notes

-gender

-age/year of birth

-location demographics (postcode) and DHS region

-Changes in online/phone/inperson sessions

-session length

-time between "Contact Date"to next contact in session notes (waiting time)  or possibly Referral date received

-report on how many clients come back after an absence of 6 months or more

-TAC client

Are there significant differences between counsellors (staff) ?  What is the nature of these differences?

How does our age distribution compare to the population of vic?

How does our location demographics compare to pop of vic?

Is there any seasonality to the number of first

**Intake:**

Data to be given: 2001-2021

Referral ID

Date received

Date entered

Client Type

Referred by

Postcode

DHA Region

Outcome: Infor provided NFA, Declined, Information sent, Uncontactable,  etc

Interested in:

Summarise the data and note any changes over the period:

-referred by

-number of days between date received and date entered

-client type

-number of referrals per day/week/month

any seasonality?  esp after long weekends and public holidays Do we have more referrals received on Mondays?

-how does our location demographics compare to pop of vic?  (it would be helpful to have crash data from Vicpol or vicroads to compare this to)

Compare intake demographics with counselling demographics and note who tends to turn into a counselling client.  Where are the gaps?

Data to be given?