

## Request for Service

### Guichet d'accès en santé mentale – Adulte of the CSSS de la Montagne (physicians)

#### Notes

1. You can download the GASM request for service form from our Web site at **www.csssdelamontagne.qc.ca** (go to the “Coin des partenaires” section, then access the “Guichet d'accès en santé mentale” page) or by phoning the GASM telephone line at **514-731-1386, ext. 2281**.
2. Provide the full address of your place of work and the telephone and fax numbers where you can be reached in the “**Identification of Applicant Physician**” section on page 3 of the request for service form.
3. Remember to check the appropriate boxes if you are providing clinical notes along with the form.
4. It is incumbent upon the attending physician to complete all documentation (e.g., medical certificate for a leave from work or for the SAAQ) concerning his patient.

#### How to submit the Request for service form

Fax the completed form (all 3 pages) to the number provided below.

- Remember to attach to the form any pertinent documents containing explanations or information that may facilitate the processing of the request for service (e.g., recent laboratory results).
- You will receive an acknowledgement of receipt confirming that your request for service form has been received by the GASM. A liaison nurse from the GASM will contact you should any further information be required.
- The GASM's liaison nurse will contact your patient in order to conduct a pre-evaluation. Following their discussion, the nurse will plan the evaluation meeting at the GASM and/or she will decide to refer your patient directly to another program or other resources (e.g., M.E.L.).
- You will be informed of the status of the request, the date of the evaluation meeting with the patient and how the GASM intends to treat the request for service following the pre-evaluation or the evaluation meeting at the GASM.

#### GASM

**Fax:** 514-380-5515

**Telephone:** 514-731-1386, ext. 2281

**Hours:** 9 A.M. to 5 P.M., Monday to Friday, including holidays

#### Important Notice

**If the mental state of your patient requires an urgent psychiatric evaluation** (e.g., severe psychosis, suicidal crisis with high risk), please direct the patient to the psychiatric emergency.

Montreal General Hospital      514-934-1934 #42216 / 42213  
Royal Victoria Hospital      514-934-1934 #34271  
St. Mary's Hospital Center      514-345-3511 #3779

1650 Cedar Ave.  
687 Pine Ave. W.  
3830 Lacombe Ave.

**If the situation is more in the nature of a psychosocial crisis, with or without the presence of suicidal thoughts or other psychiatric symptoms**, please direct the patient to the Accueil Évaluation Orientation (AEO) service of the CLSC and/or to the Crisis Centre (housing/lodging and crisis follow-up, 24/7 telephone support).

CLSC Métro      514-934-0354 #7788  
CLSC Côte-des-Neiges      514-731-8531 #2344  
CLSC Parc Extension      514-273-9591 #6347  
Tracom Crisis Centre      514-483-3033

1801 de Maisonneuve Blvd. W.  
5700 Côte-des-Neiges  
7085 Hutchison  
*confidential address*