

## Request for Service

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

#### 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. This form must be completed for your organization's **known** users i.e. any person(s) whose situation and care/service needs you are sufficiently familiar with and/or to whom you already provide services.  
  
Unless there is a formal service agreement between your organization and the CSSS de la Montagne, any person not conforming to the definition of a known user must be directed to the *Accueil, Évaluation et Orientation (AEO)* service of the CLSC territory where (s)he lives.
3. Do not forget to provide a telephone number where you may be reached in the “**Identification of Applicant**” section on page 3 of the form.
4. If a representative from your organization plans to attend the evaluation meeting at the GASM, indicate this in the “**Identification of Applicant**” section on page 3 of the form.

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

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

- 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 the user 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 the user directly to another program or other resources.
- You will be informed of the status of the request for service, the date of the evaluation meeting 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 the user requires an urgent psychiatric evaluation** (e.g., severe psychosis, suicidal crisis with high risk), please direct the user to the psychiatric emergency.

Montreal General Hospital	514-934-1934 #42216 / 42213	1650 Cedar Ave.
Royal Victoria Hospital	514-934-1934 #34271	687 Pine Ave. W.
St. Mary's Hospital Center	514-345-3511 #3779	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 user 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	1801 de Maisonneuve Blvd. W.
CLSC Côte-des-Neiges	514-731-8531 #2344	5700 Côte-des-Neiges
CLSC Parc Extension	514-273-9591 #6347	7085 Hutchison
Tracom Crisis Centre	514-483-3033	confidential address