



# Careaway

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## Application Form

Holiday/Tour/Date \_\_\_\_\_

Holiday Category \_\_\_\_\_ Does the person travelling on this holiday fit into this category? \_\_\_\_\_

Full Name \_\_\_\_\_ I like to be called \_\_\_\_\_

(as shown on official ID)

The Person Organising My Holiday is \_\_\_\_\_

The Best Number to contact them on is \_\_\_\_\_

Email Address \_\_\_\_\_

Postal Address \_\_\_\_\_ Post Code \_\_\_\_\_

Home Address \_\_\_\_\_ Post Code \_\_\_\_\_

House Phone Number \_\_\_\_\_ Pension Number \_\_\_\_\_

Emergency Contact Name \_\_\_\_\_ Number: \_\_\_\_\_

Medicare Number \_\_\_\_\_ Exp. \_\_\_\_\_ Postiton on card \_\_\_\_\_

Private Health Fund \_\_\_\_\_ Number \_\_\_\_\_ Amulance Cover \_\_\_\_\_

Date of Birth \_\_\_\_\_ Sex \_\_\_\_\_ Height (approx.) \_\_\_\_\_ Weight (approx.) \_\_\_\_\_

Country of birth: \_\_\_\_\_ Do you identify as Aboriginal or Torres Strait Islander? \_\_\_\_\_

English speaking Yes/No \_\_\_\_\_ Other Languages Spoken: \_\_\_\_\_

Are you taking out travel insurance? Yes/No  
(recommended for all trips compulsory for all cruises and overseas travel)

Is the participant using NDIS funding towards their holiday Yes/No  
(if yes you will also need to complete a service agreement) NDIS number: \_\_\_\_\_

Do you agree to have photographs/videos shared on social media/website? Yes/No

**Medical Conditions/Disability/History/Risks (Anything which the tour operator ought to be aware of)**

\_\_\_\_\_  
\_\_\_\_\_

**ANY ADDITIONAL INFORMATION** please attach any additional information which you think would be useful to us whilst on holidays. **NOTE:** Any costs arising out of any condition disclosed or not disclosed on this application will be the responsibility of the participant.

## Booking Conditions

### PLEASE READ CAREFULLY BEFORE YOU SIGN

**Careaway** gives you a professional service. **Careaway** carries \$20 million public liability insurance. However we accept no liability or responsibility for injury or loss of travellers' person or property. We expect that the traveller also be insured. **You need to be at meeting points for pick up and drop offs on time as we have a schedule to follow** (sometimes other participants need to be picked up or transferred onto other buses etc. which have designated departure and arrival times.) On day of departure if you are not at meeting point we will depart without you. On our return from holiday if you are not at the meeting point on time the participant will travel back to Mittagong with us incurring a \$50 per hour fee after last drop off. If you have been caught up in traffic or have had an unexpected delay phone **CareAway** on the mobile listed on your meeting times and we will endeavour to arrange an alternate pick up (however this is not always possible).

### NOT INCLUDED IN OUR HOLIDAY/TOUR COSTS

1. Items of a personal nature such as laundry, phone calls, excess baggage, purchase of unexpected/forgotten items or single use of room.
2. Repair to property damaged, replacement of damaged articles.
3. Medical/surgical requirements (except for first aid items)
4. Travel Insurance
5. Overnight and transfer expenses incurred to departure points are not included in the cost of the holiday and are the customer's own responsibility.

### CANCELLATION CHARGES

1-28 days prior to commencement of tour – loss of 100%

29 days prior to commencement of tour – loss of deposit. (However money will be fully refunded if we replace the position on the tour. If the tour involves an airfare/cruise line, the cost of the name change on the ticket will need to be deducted from refund.)

### TOUR MEMBERSHIP

**Careaway** reserves the right to withdraw tour membership from anyone whose behaviour is likely to affect the smooth operation of the tour or adversely affect the enjoyment or safety of themselves, other travellers, staff or other people. **Careaway** shall be under no liability to such person. In the event of a traveller needing to be withdrawn from our tour due to medical or behaviour reasons, it is the responsibility of the person being withdrawn to meet the costs incurred by **Careaway** in the process of returning that person. It is the responsibility of the person's support person, or organisation to collect the participant (on holidays we do not have availability of staff to leave the rest of the group). **Please be aware that Careaway does not cater for self-injurious, violent or aggressive behaviours.** That staff ratios are set to ensure the safety of everyone whilst on holiday and that the category is appropriate to the participants needs. By signing this I agree to have the participants information shared with external stakeholders (eg airlines, accommodation, cruise lines).

I, \_\_\_\_\_ **have read the above conditions and agree to abide by them**

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Medication** \_\_\_\_\_

Do you want **Careaway** staff to look after medication YES/NO (If yes please sign the consent form below. Medication must be packed in Webster packs, please make sure the Webster packs close firmly and 3 days extra medication is packed in case unexpected circumstances.)

I require **Careaway** staff to give medication to \_\_\_\_\_

And hereby give permission to **Careaway** staff to administer the required medication.

Signed \_\_\_\_\_ Date \_\_\_\_\_

## Consumer Information Form

Name: \_\_\_\_\_

Will the applicant require prompting/assistance with:

	Assist	Prompt	Prompt & Check	No Assist	Clarify
<b>Shaving</b> (please send electric Shaver if you require staff to Shave consumer)					
<b>Showering</b>					
<b>Shampooing</b>					
<b>Toilet</b>					
<b>Dressing</b>					
<b>Period</b>					
<b>Packing Bag</b>					
<b>Medication</b>					
<b>Cutting Food</b>					
<b>Eating</b>					
<b>Drinking</b>					
<b>Teeth</b>					
<b>Making Tea/Coffee</b>					
<b>Stairs</b>					
<b>Crossing Roads</b>					
<b>Buying Goods</b>					
<b>Swimming</b>					
<b>Choosing Clothes</b>					
<b>Other</b> _____					

Is the applicant aware of the dangers of: (please circle correct one)

Pools	YES/NO
Roads	YES/NO
Heights	YES/NO
Stranger Danger	YES/NO

Are you aware that:

This service is for adults with mild/moderate intellectual disability	YES/NO
There are 3 different categories for our holidays	YES/NO
Does the applicant fit into appropriate category?	YES/NO
<b>Careaway</b> is unable to cater for people with aggressive/violent behaviours	YES/NO
<b>Careaway</b> does not offer full assistance holidays	YES/NO
<b>Careaway</b> does not offer single use of room	YES/NO
All passengers must carry 3 days extra medication	YES/NO
All passengers receive a free set of photos	YES/NO
<b>Careaway</b> staff do not give injections	YES/NO
You are entitled to the use of independent advocates	YES/NO

Some of the things I like are \_\_\_\_\_

\_\_\_\_\_

Some of the things I dislike are \_\_\_\_\_

\_\_\_\_\_

Some of the foods/drinks I like are \_\_\_\_\_

\_\_\_\_\_

Some of the foods/drinks I dislike are \_\_\_\_\_

\_\_\_\_\_

Does the applicant suffer from:  
(please circle correct answer)

Special Care Recommended

**Bed Wetting** YES/NO \_\_\_\_\_  
(If yes a full plastic mattress protector must be sent on the holiday with the participant)

**Seizures** YES/NO \_\_\_\_\_  
(Please provide management plan)

**Depression** YES/NO \_\_\_\_\_

**Dizzy Spells** YES/NO \_\_\_\_\_

**Blackouts** YES/NO \_\_\_\_\_

**Asthma** YES/NO \_\_\_\_\_

**Diabetes** YES/NO \_\_\_\_\_

**Infectious Disease** YES/NO \_\_\_\_\_

**Heart Condition** YES/NO \_\_\_\_\_

**Aggressive Behaviour** YES/NO \_\_\_\_\_

**Hearing Difficulties** YES/NO \_\_\_\_\_

**Visual Difficulties** YES/NO \_\_\_\_\_

**Travel Sickness** YES/NO \_\_\_\_\_

**Migraines** YES/NO \_\_\_\_\_

**Any Phobias** YES/NO \_\_\_\_\_

**Allergies** YES/NO \_\_\_\_\_

**Sleep Apnea** YES/NO \_\_\_\_\_

**Does the applicant walk independently?**  
YES/NO \_\_\_\_\_

**Does the applicant use a walking aid?**  
YES/NO \_\_\_\_\_

**Does the applicant communicate?**  
YES/NO \_\_\_\_\_

**Does the applicant respond to speech  
in the appropriate way?** YES/NO \_\_\_\_\_

Is the applicant:

**Inclined to wander?** YES/NO \_\_\_\_\_

**Socially adapted?** YES/NO \_\_\_\_\_

**Allowed to have alcohol?** YES/NO \_\_\_\_\_

**A smoker?** YES/NO \_\_\_\_\_

**Does the applicant need to have their  
money looked after?** YES/NO \_\_\_\_\_  
(We collect receipts where we can however this isn't always possible)

**Does the applicant have any dietary  
requirements?** YES/NO \_\_\_\_\_

**Does the applicant have any cultural  
or religious needs?** YES/NO \_\_\_\_\_

**Does the applicant require an  
Interpreter?** YES/NO \_\_\_\_\_