



LEGAL HEALTH CHECK

Client Name:	
Lawyer Name:	
Date:	
Time:	
Location of interview	
Caseworker / Support Agency: (if applicable)	

1. Debt

1.1 Part A: Debt Details

Is anyone chasing you for money? Do you have payments due or accounts which are unpaid? For example: phone, rent, Centrelink, Cash converters, personal finance, electricity providers or car loan?

1. _____
2. _____
3. _____

For *each* debt listed in Part A, complete a HPLC Debt Details sheet (attached).

Please remember to collect any documents indicated in the Debt detail sheet.

Please attach copy of client's Centrelink statement

1.2 Fines - SPER

1. Have you received any fines or infringements that you can't pay?

2. Do you currently have a SPER debt? If yes, for how much?

3. Are you currently paying the SPER debt off by instalments, or through a Fine Option Order (community service)?

4. If not, would you like to apply for an instalment plan or a Fine Option Order?

1.3 Part B: Financial Details

1. Do you receive Centrelink payments? If so, what type?

2. Do you have any other income? How much on average per week?

3. Have you accessed brokerage funds or other state payments such as Transition to Independent Living Allowance (TILA) ?

4. When were you last employed, and as what?

5. Do you have any bank accounts, motor vehicle or any other assets/savings?

6. Have you had any difficulties getting credit?

7. Have you missed any repayments for loans in your name?

8. Do you have any dependents?

9. Do you have any capacity to repay your debts, and how much do you think you can afford?

10. If you are unable to repay your debts, briefly describe why this is so (for example, loss of job, health problems, family breakdown, housing crisis)

2. Housing

1. Your current accommodation

- Where are you currently living?

- Did you have any trouble getting this accommodation? If so, why?

- Are you happy with where you are living at the moment? If not, why?

- Are you moving from your current accommodation in the near future? If so, why are you moving?

2. Your previous accommodation:

- What accommodation have you had in the last 6 months? Tick all applicable:

- | | | |
|---|---|--|
| <input type="checkbox"/> Boarding House | <input type="checkbox"/> Caravan Park | <input type="checkbox"/> Private rental |
| <input type="checkbox"/> Emergency Hostel | <input type="checkbox"/> Government housing | <input type="checkbox"/> Friends/Relatives |
| <input type="checkbox"/> Sleeping Rough | <input type="checkbox"/> Foster care | <input type="checkbox"/> Supported accommodation |

- When and why did you leave your previous accommodation?

- If you paid a bond, did you get it back? If not, why not?

- Did you leave any belongings behind at your previous accommodation?

- Did you have any rent outstanding? If yes, provide details:

- Do you know if you are listed on the TICA database? If yes, provide details:

3. Employment and Training

1. If you are currently working:

- Are you worried about your working conditions or how much you are getting paid?

- Is your boss flexible with your working arrangements (e.g. starting work early or finishing early so that you can get to TAFE or university)?

2. If you have previously been employed:

- Did your last employer pay you all of your entitlements (e.g. annual leave, redundancy) when you left?

- Do you believe you were unfairly dismissed or discriminated against by your last employer?

- Were you injured at work which has forced you to stop working?

- Did your last employer pay superannuation to your superannuation provider?

3. If you are undertaking, or enrolling in any study or training course:

- What course are you enrolled in or planning to enrol in? (name of course and institution)

- What fees are you paying for, to what agency and how are you making these payments?

- Would you like us to check whether you are receiving appropriate consideration of your circumstances from this training institution?

4. Child and Family

1. If you have any children under 18 years old:

- Are you concerned about any parenting plans or orders with respect to these children? (e.g. who the child/ren live with, spend time with, or your involvement in major long-term issues)

- Has the Department of Child Safety tried to, or obtained any orders with respect to those children, which you would like to discuss?

2. Have you obtained, or are you subject to, a current domestic violence protection order, which you would like to discuss?

3. If you are in a relationship, do you have any concerns or queries with respect to your rights in that relationship?

5. Crime

1. Do you have a Notice to Appear, or are you due to appear in Court?

2. Have you had any contact with the police in the last few months which you would like to discuss? For example have you been questioned or arrested by the police? If yes, provide details:

3. Are you aware of any outstanding warrants in your name?

4. Are you on probation or a good behaviour bond? If yes, provide details:

6. Guardianship

1. Are you under a Forensic or Involuntary Treatment Order?

2. Has the Adult Guardian and/or the Public Trustee been appointed to look after your affairs?

3. Are you satisfied with their involvement?

7. General

Do you have any other concerns that you would like to raise with a lawyer?

DEBT DETAILS

DEBT DESCRIPTION: (eg mobile phone) _____

1. A) Who is the debt owed to (the creditor)?
 B) Is a debt collector involved, and if so, who are they?
 C) Do you have a Customer Reference number?
2. A) When did you first begin to owe this money?
 B) When did you stop making payments towards the debt?
 C) What amount is left to pay?
3. If the debt relates to a service (for example, phone or electricity) has the service been disconnected or terminated?
4. If the debt relates to goods, did you obtain these goods through a rent-to-buy scheme, or with the help of a finance company? Please give details.
5. Do you need to keep the keep the good/service? And if so, why?
6. Has the creditor or debt collector commenced court action in relation to the debt (either now or in the past)?
7. Is the creditor or debt collector contacting you about the debt (via letters, telephone or personal visits)? If so, how often, and has there been any threatening or other inappropriate behaviour?
8. Do you think there is anything unfair or wrong about the debt? (e.g. you think someone else is responsible for the debt/you weren't given correct paperwork?)

Please attach any documents you have about the debt (for example, notices from the creditor or debt collector, a statement of account or the contract or service agreement)