

**MEDICAL FORM**

This form allows us to assess your application on medical grounds. With the information you provide, we look at your current living situation and assess whether your medical situation is made worse by your accommodation. This form will override any previous medical forms and evidence that may have been submitted.

**Please make sure:-**

- You enclose any medical supporting evidence, for example a doctor's letter.
- You enclose a copy of your prescription
- Your form is signed and dated
- You write your Application number, Name, Address and "FAO: Dartford Homeseeker" on any additional paperwork.

You will be informed of the outcome as soon as your application has been assessed.

**About You**

**1.**

Application No. ....

Name: .....

Date of Birth and Age: ...../...../..... ..... Years Old

**Where you live now**

**2.**

Current Address: .....

Contact Numbers. ....

Email: .....

**Type of property (Please tick one)**

House  Flat  Maisonette  Bungalow  Caravan

Other (please state): .....

**How many floors does your property cover?** .....

**If you have more than one floor, do you have a lift or stair lift?** Yes / No

**If you live in a Flat / Maisonette what floor do you live on?** .....

**Is there an elevator available?** Yes / No

**Do you have a hot water system?** Yes / No

**What form of heating do you have?** .....

**If you live in a caravan how many rooms does it have?** .....

**How many of the following rooms are in your property?**

Bedrooms	.....	Living/Dining Rooms	.....
Kitchens	.....	Bathrooms	.....
Internal Toilets	.....	External Toilets	.....





## **Data Protection Act 1998 Notification Clause**

The information you have provided on this form will be used to assess your application for housing. It will be held securely and used in connection with Dartford Borough Council's Housing Register.

All or part of the information provided may be disclosed or supplied to external organisations or bodies e.g. Courts, Bailiffs, Government Departments, Inland Revenue and any other charging authority that are legally entitled to the information and may also be disclosed to the Council's external auditors for the following purposes;

- the prevention or detection of crime;
- the apprehension or prosecution of offenders;
- the assessment or collection of any tax or duty in any case where failure to disclose would be likely to prejudice any of those matters;
- data matching initiatives with other statutory bodies for the purposes of fraud prevention and detection.

All or part of the information you have provided may also be used for electoral registration purposes and by other Departments of the Council for purposes connected with the collection of Council debts or to assist in other statutory functions such as Environmental Health or Planning.

All personal data is kept accurate, up to date and secure to prevent accidental loss, destruction or damage. The extent of the measures taken by the Council will depend upon the sensitivity of the information. Personal data will not be kept for longer than is necessary for their purpose.

You have a right of access to your personal data and the right to check and correct the information and may pursue a query or complaint on matters related to your personal data. Further information on your rights may be obtained by contacting The Data Protection Officer, Dartford Borough Council, Civic Centre, Home Gardens, Dartford, Kent, DA1 1DR.

tel: 01322 343634: fax 01322 343422 Email: [dataprotection@dartford.gov.uk](mailto:dataprotection@dartford.gov.uk); Website <http://www.dartford.gov.uk>

The Council may check information provided by you or information about you provided by a third party against other information held by the Council. The Council may also obtain information from third parties or provide information to them to check the accuracy of information supplied by you to the Council.

The Council may make a search (including making enquiries about principal directors) with a Credit Reference Agency. The Credit Reference Agency will keep a record of that search and may share the information with other businesses.

### ***Other Forms from Dartford Homeseeker:***

**Advocacy form** – *This form allows you to nominate a friend or family member to act on your behalf.*

**Change of circumstance form** – *To inform us of a change in your housing situation, such as moving home.*