

Healthy Company Informal Referral Form 2026



Contact us

Tel: 0800 320 420

Email: healthycompany@discovery.co.za

Website: www.discovery.co.za

PO Box 784262, Sandton, 2146

How to complete this form

- Complete the form in full.
- Email the completed and signed form to healthycompany@discovery.co.za.
- Please ensure that the employee is aware of this referral and has provided verbal consent.

1. Details of the Referral

This section must be completed by the manager or supervisor who is referring the employee.

Has the employee agreed to the referral? Yes ☐ No ☐

Referring Manager or Supervisor Details	Employee details
Full name	Full name
Job title	Job title
Business unit	ID number
Cellphone	Cellphone
Work number	Work number
Email	Email
Does the employee consent to a voice message or SMS on their cellphone number? Yes ☐ No ☐	Preferred time of contact
	08:00 - 11:00 ☐
	11:00 - 14:00 ☐
	14:00 - 17:00 ☐
	Anytime ☐

1.1. Please provide a detailed reason for the referral.

2. Feedback

Due to the absence of any work-related impact or disciplinary process, managers referring under the informal referral option will not be provided with any progress feedback from the employee's counselling intervention.

The feedback provided will therefore be limited to the successful/unsuccessful attempts to reach the client, as well as information pertaining to their session dates.

Manager's signature

Date

HCIR20001