

Personal Information Boards

Supporting person-centred care



Easy Read Version

What is a personal information board?

A personal information board helps staff get to know you.

It shows:

- what you like
- what you need
- what is important to you

This helps staff give you the best care. You can choose what you want to write on the board. You only share what you are happy to share.

The boards are used in our hospitals. They may look different on children's wards and maternity areas

You do not have to use the board. If you do not want a board tell a member of staff. We will always respect your choice

Why use them?

The board helps you be involved in your care. It helps you share what matters to you help make decisions about your care.

The board helps staff understand you better. For example, you can add foods you like or do not like or your goal for today. This helps all staff work together to support you.

Who can fill in the board?

You can fill in the board yourself. Other people can help too healthcare staff, carers, family or loved ones. You can change the information at any time.

Using the board

You can start using the board when you feel ready.

You can take the board off the wall to write on it use it in bed or in a chair. Please only use the black pen provided

If you move wards the board moves with you

Top tips for patients or carers about the sections on the board



Symbols

Please tick if any apply



Reasonable adjustments, or if you have an additional care plan

If you have a disability, such as a learning disability and/or autism or a sensory disability, please tell us what changes we can make to help you.

An example might be turning the lights off or reducing noise. If you have a hospital passport or additional care plan, please tick the box so that all the healthcare team will know to read your plan.



What matters most to you or your goals

Everyone is different and what is important to them can change.

Some people want to get washed, get dressed or sit out of bed. Some people want to get stronger or walk again.

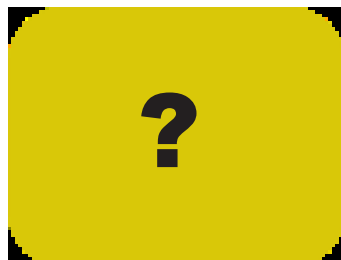
Please tell us what matters to you. We will listen and we will help.

You can think about:

What is important to you today?

What would make today good for you?

What helps you feel like yourself?



Questions me or the people important to me have for the team

You can make a note of any questions you or your loved ones have. This can help because sometimes people can forget something that they wanted to ask.

Carers and loved ones may have questions too and are welcome to add these to the board.



Therapy recommendations

It is important that people are encouraged to work towards their goals at every opportunity.

We know how quickly people can lose their independence when they have a long hospital stay.

The therapist will put information on the board that will support you and the team.

This could be how best to mobilise patients, or if you are working on a particular goal such as climbing steps or sitting out.

This means we can work together to support you to achieve this.

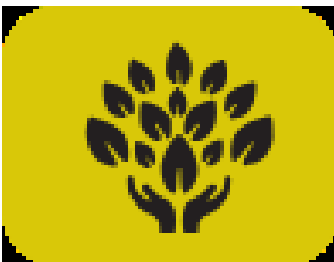


Nutrition and hydration

You can add any favourite foods or dislikes you have here.

If you use a certain cup or have a preferred drink, you can add this here.

You or your health care team can add information here such as if you need support or have any dietary requirements.



Religious or cultural needs

Please add any information you would like to share with your healthcare team.

Our Chaplaincy Team supports people of all faith groups.

You could make a note here if you would like a referral to the team.



Communication needs

You can add anything you think your healthcare team need to know such as if you prefer to have information written down, or in a different language.

You might wear glasses or use a hearing aid.

You, or your loved one may be forgetful, and you might need information repeating.

Let the team know so they can make sure we communicate well with you.



Discharge – leaving hospital

This part shows the date you may go home or the planned discharge date



Any other information

This Space is for anything else you want staff to know
If you need help please ask one of the members of staff who will help you.

If you have any comments about this leaflet or the service you have received you can contact :

The Patient Experience Team

PatientExperience@cht.nhs.uk

www.cht.nhs.uk

If you would like this information in another format or language contact the above.

Potřebujete-li tyto informace v jiném formátu nebo jazyce, obraťte se prosím na výše uvedené oddělení

Jeżeli są Państwo zainteresowani otrzymaniem tych informacji w innym formacie lub wersji językowej, prosimy skontaktować się z nami, korzystając z ww. danych kontaktowych

ਚ ਤੁਸੀਂ ਇਹ ਜਾਣਕਾਰੀ ਕਿਸੇ ਹੋਰ ਪ੍ਰਾਚੂਪ ਜਾਂ ਭਾਸ਼ਾ ਵਿੱਚ ਲੈਣਾ ਚਾਹੁੰਦੇ ਹੋ,
ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਉਪਰੋਕਤ ਵਿਭਾਗ ਵਿੱਚ ਸਾਡੇ ਨਾਲ ਸੰਪਰਕ ਕਰੋ।

اگر آپ کو یہ معلومات کسی اور فارمیٹ یا زبان میں درکار ہوں، تو
برائے مہربانی مندرجہ بالا شعبے میں ہم سے رابطہ کریں۔

"إذا احتجت الحصول على هذه المعلومة بشكل مغاير أو مترجمة إلى لغة مختلفة فيرجى منك الاتصال بالقسم
المذكور أعلاه"