

# A CARE PLAN! – a tool to support case note writing

**A**lerts – Physical and Mental health risks, environmental risks (does an alert need adding?). Observation level, MHA status, DOLS, DNAR, EOL, CPA, Datix, falls, DEWS / NEWS2, significant events, consent.

**C**ognition – What are they thinking? What are they saying? Do they have hallucinations, delusions, misinterpretations or paranoia? Are there communication difficulties?

**A**ffect – How do they feel (subjective & objective)? What is your observation of their mood are they happy, sad, irritable, anxious or frustrated?

**R**esponse – Describe what you saw and heard the patient do. How has the persons thoughts and feelings affected their behaviour?

**E**nagement - Action taken to support the patient's response by the team? What went well? What could be improved upon? Activities / occupation engaged in? Input attempted and achieved or declined.

**P**hysical health – Changes, concerns, frailty, observations (inc neuro), investigations, appointments, medical review, attendance to ADL's, toileting, pain, diet and fluids, swallowing, washing and dressing, mobility and falls risk.

**L**iving well – Progress towards individual goals, recovery and discharge? Consider levels of impairment, connectedness with people and participation in wider community, personal Identity, wellbeing and quality of life, level of independence and ability to take control over one's life through self-management.

**A**dministration of medication - Medication issues, prn, effectiveness, side effects, changes, TTO's, covert medication, omissions, rapid tranquilisation, self-medication, consent to treatment, CTO / T2 / T3, monitoring.

**N**ext of kin / carer – Input, involvement or contact with carers / friends / family / other? Carer support provided?

 Formulation of shift / visit. What actions are required from you, the wider team, the next shift or visit? Are changes to the care plan or safety plan needed? Is there progress on discharge planning? Are referrals to other services required? What is the urgency of these actions?