

Care Homes Checklist

Check boxes please for actions 1 to 7

Initial & Date

Step 1	<ul style="list-style-type: none"> • Read ACP Care Home Pathway: Creating/updating a care home relevant Anticipatory Care Plan 	<input type="text"/>
Step 2	<ul style="list-style-type: none"> • Discuss and give 'Lets Think Ahead' leaflet to resident/family/carers/close friend 	<input type="text"/>
Step 3	<ul style="list-style-type: none"> • Complete the New Patient Registration Form for new residents 	<input type="text"/>
Step 4	<ul style="list-style-type: none"> • Discuss and Complete Anticipatory Care Planning in care homes – talking with residents, families/friends & making a plan 	<input type="text"/>
Step 5	<ul style="list-style-type: none"> • Make and file a copy of the completed ACP questions and the New Patient Registration Form, in your resident's care plan 	<input type="text"/>
Step 6	<ul style="list-style-type: none"> • Sharing ACP information Give the original copy of the completed ACP questions, and the New Patient Registration Form to the GP practice 	<input type="text"/>
Step 7	<ul style="list-style-type: none"> • Accessing and using the Key Information Summary (KIS) File the KIS with the DNACPR (where appropriate) when returned from the GP at the front of your resident's care plan. The care Home Acute Clinical Incident flowchart provides guidance on how to use the ACP-KIS 	<input type="text"/>