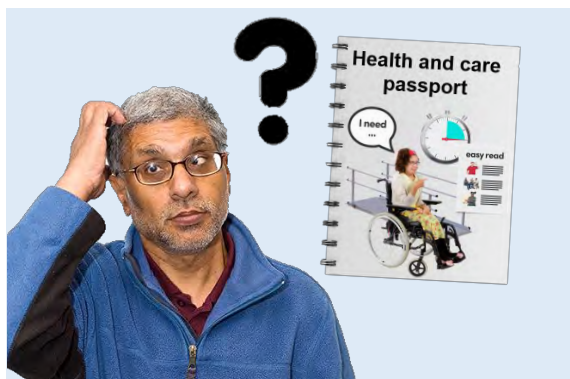


# Health and Care passport

Easy read information about what a Health and Care passport is for and how to complete one.





## What is a Health and Care passport?



A Health and Care passport is a document that is a quick and easy way to tell health and social care staff more information about you to help them give you good care and treatment.



## Using your Health and Care passport



You can show your Health and Care passport to anyone in health and care such as a Doctor (GP), receptionist, a nurse, your dentist or ambulance staff.



Health and Care passports have been made to give important information to staff. It has really important information about you and how people should care for you.



The Health and Care passport can be used for planned appointments and in an emergency.



## How to fill in your Health and Care passport



You can complete the Health and Care passport on your own, with support or someone else could complete it for you



If you already have a Health and Care passport you do not need to complete another one.

## What to put in each section of this Health and Care passport

If you want to use the Health and Care passport which is attached to this document this guide to help you fill it in.



You do not have to complete every section if you do not want to.



It is important that this Health and Care passport has the information you want people to know about you.



Please do not worry about putting information in the wrong section.

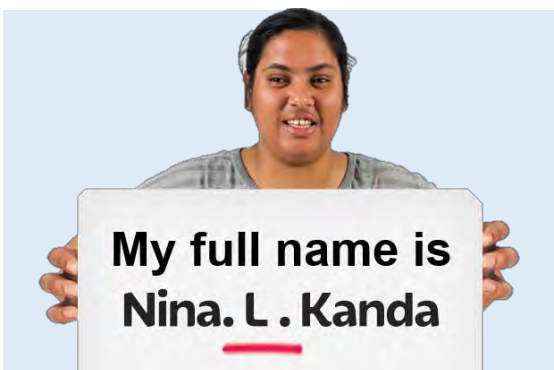


**Name I like to be called**

People need to know what you like to be called.



For example, your full name might be Alexandra but you like to be called Alex.



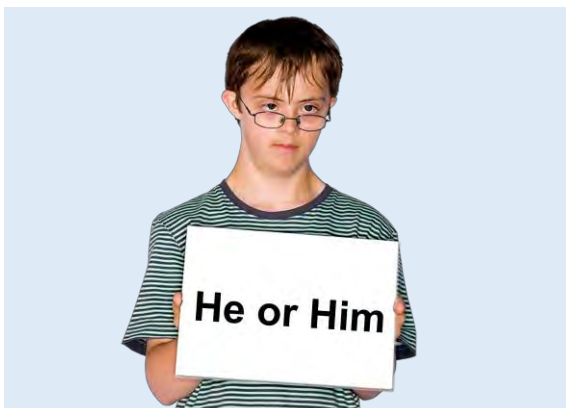
**Full Name**

This should be the name that is on your medical records and other official documents like your birth certificate.



**I want people to refer to me as**  
This part is asking you to say what **pronouns** you use.

A pronoun is how you talk about yourself and how you want others to talk about you.



If you are male your pronouns are he and him



If you are female your pronouns are she and her



If you do not want to be known as being male or female your pronouns are they or them



### Date of birth

Knowing your birthday will help staff to find your medical records



### NHS Number

This is a number the NHS uses to make sure they have the right medical records for you.



You can find this number on the NHS app or on letters from the NHS but if you cannot find your NHS number you can leave this section blank.



### What is important for me and my health - how to keep me safe

If you have a medical condition that you want staff to know about straight away put it here.



Some medical conditions that staff might need to know about quickly are epilepsy, allergies, problems swallowing, diabetes and mental health conditions.



If there is a plan that says how to keep you safe with your medical condition please say how staff can see the plan.



For example, if you have problems swallowing and you might choke you could say:  
I have problems swallowing, there is a risk I can choke. Please ask my carer for my eating and drinking plan.



**What is most important to me**  
If staff know what is important to you it can help them work with you on decisions about your health and care.





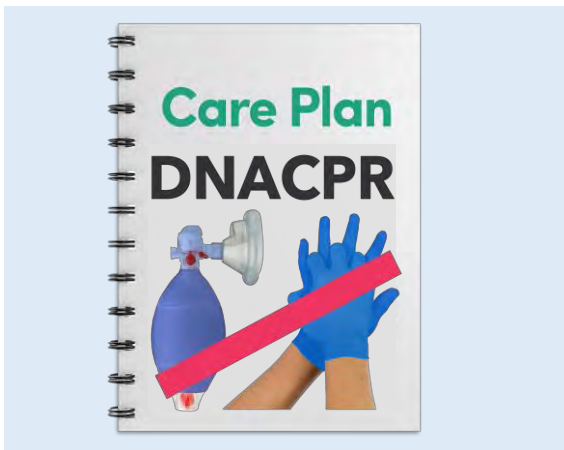
You could include:

- How you makes choices about the food you eat?
- How you make decisions about how you spend your time?
- Do you have a job? What job do you have?



If you have a plan about what you would like to happen if you become very ill you can say who staff need to talk to about the plan.

This plan might be called an Advanced Care Plan.



For example if you are very poorly and your heart stops you might have decided that you do not want staff to try and start it again. This is called Do not Attempt Cardiopulmonary Resuscitation (DNACPR)



### **People who are important to me**

If there are people who you would like to be contacted about your health and care needs please write their details here. Give options of different people in case someone can't answer.



Include:

- each persons name,
- their phone number,
- how you know them,
- how you want them to be involved in your care,
- how staff should contact them including in an emergency.



Some people will have someone who is legally able to make decisions about their care. Include their name and say what legal document is in place (this could be a Deputy for Care and Welfare or a power of attorney).

You can find out more at this link:

<https://assets.nhs.uk/prod/documents/MH-CoP-Decisions-for-you.pdf>



### My communication

- What is the best way to communicate with you?
- Do you speak another language that is not English?
- How do you like to communicate with other people?
- How do you show that you are in pain or worried about something?



- Do you use any other communication aids like a computer that important to keep with you?
- Do you use objects of reference?
- Do you use signs and symbols?
- Do you use hearing aids?



### Your health and wellbeing

Please say what you are like when you are well. Please say what you are like when you feel poorly.

You could say what might make you unwell and how you and other people could help you stop this from happening.



For example;

- Lots of lights and noise gives me a headache. Please make sure I am in a place that is dark and quiet.
- If I start to drink a lot and get very sweaty I am having problems with my blood sugar. Please look at my diabetes care plan



### Please do and please don't

This section can be used to help remind staff about the things they should do and should not do for you.



For example

- I do not like being touched. Do not touch me to be friendly. If you need you must tell me you are going to touch me and where you will touch me. Please wait for 30 seconds to give me time to prepare myself.



## How and when to support me

A description of how and when you want someone caring for you to support you.



For example

- I am used to my tablets being green and white. If they are a different colour you will need to tell me it is the right tablet. I might get worried, so you may need to tell me again so I know it is the right tablet.



- If you need to put a needle in me, please sing with me. You can ask me for a song and I can tell you the words.



- My tablet will need charging. I use my tablet a lot to watch films and play music. If I am in a strange place it is really important I have my tablet.



### **Also worth knowing about me**

You can say anything else you want health and care staff to know about you.



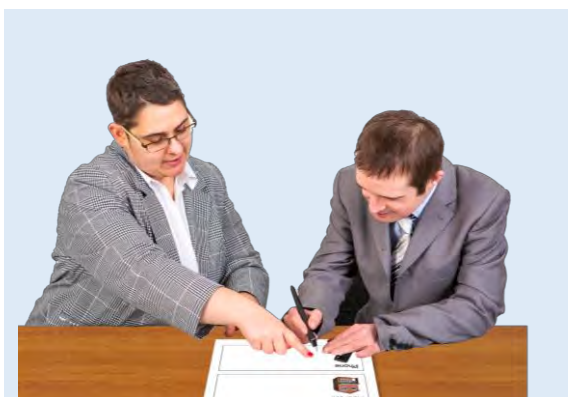
For example

- I like to go swimming on Mondays
- I love the sound of the rain
- I love ham sandwiches
- I have 1 sugar in my tea, with green milk
- I have a job training people



### **Date this information was updated**

It will help health and care staff to know when information was put into your health and care passport.



### **Supported to write this by**

If someone helped you to write your health and care passport their name can go here. They can also say how they know you.