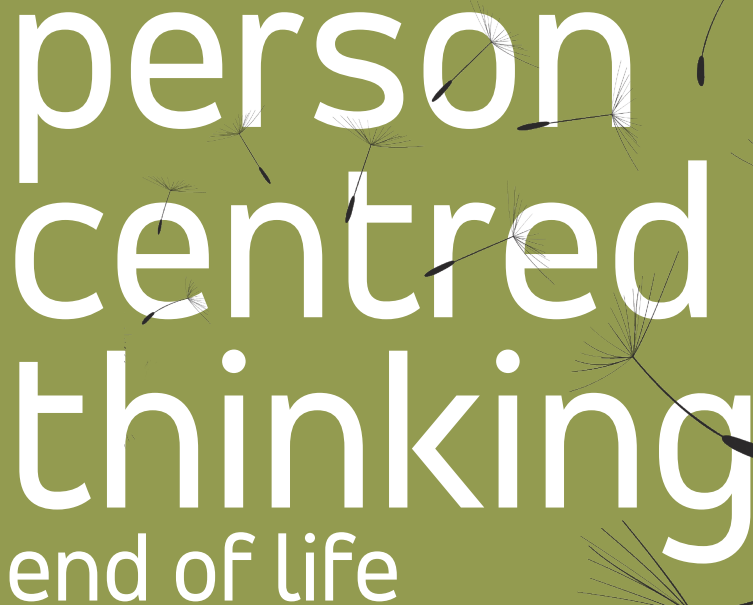


person
centred
thinking
end of life

The image features a light blue top section and a larger olive green bottom section. The text is centered in the green area. Several black dandelion seed heads with long, thin stems are scattered across the green background, some appearing to float or drift. The text is in a clean, white, sans-serif font.

This minibook was developed by people from Hull City Council and HSA in partnership with Leigh Ann Kingsbury and the Learning Community for Person Centred Practices.



The Learning Community
for person centered practices

The guide is based on the person centred thinking tools developed by The Learning Community for Person Centred Practices. You can learn about person centred thinking tools from www.learningcommunity.us and www.helensandersonassociates.co.uk

We are grateful to Leigh Ann Kingsbury for her work on People Planning Ahead, and to Shelley Dumas and Mary Lou Bourne, SDA for 'If I could I would'.

Circle of Influence tool based on Covey, S. R. (1989) *The 7 Habits of Highly Effective People* (New York: Simon & Schuster).

978-1-906514-42-6
First published October 2010

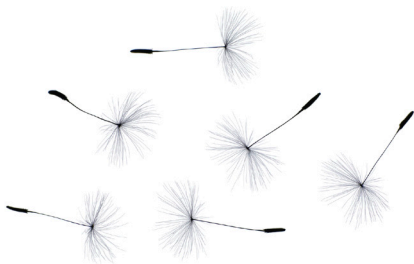
Contents

Relationship circle.....	4
Sorting important to/for.....	6
Good days and bad days.....	8
Sorting what's working/not working.....	10
If I could I would	12
The doughnut sort.....	14
Histories/How I want to be remembered.....	16
How I communicate with you..	18
Decision making agreement	20
Matching staff.....	22
Learning log	24
4 + 1 questions	26
Circle of influence	28
Person centred reviews	30

Relationship circle

What it does

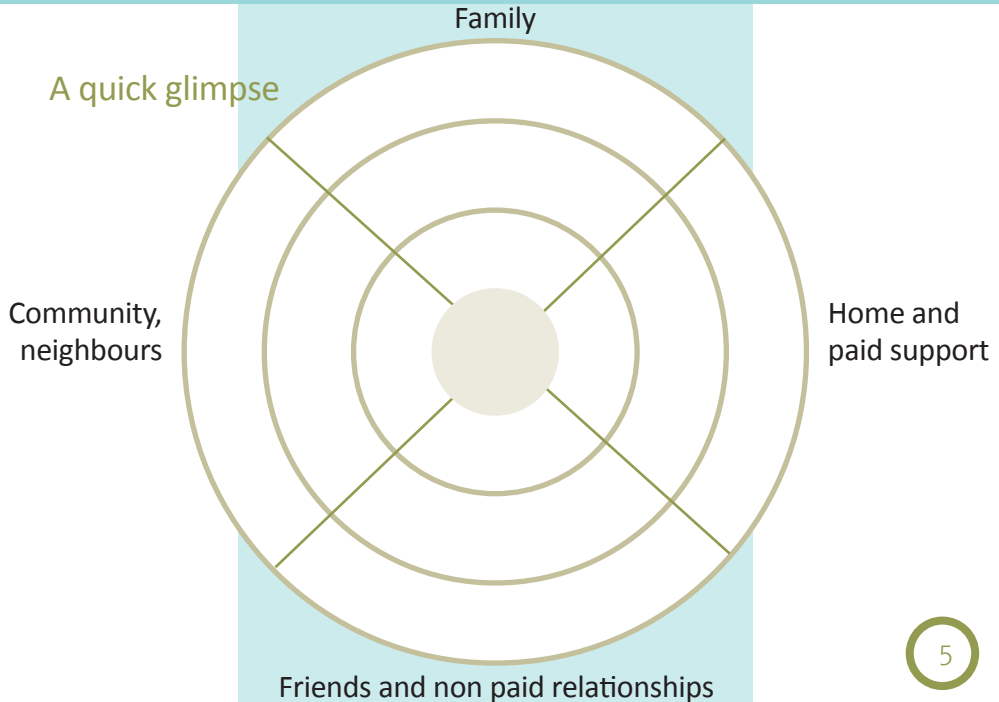
Identifies who is important to the person.



How this tool helps at end of life

Helps the person to identify who the important people are in their life, including who they might want to see, visit or reconnect with.

Helps the person think about who they want to play what role at the end of their life. For example, who they may want to be with them at the very end or who they would like to be involved with their funeral.



Sorting important to/for

What it does

Sorts what's important TO (what makes us happy, content, fulfilled) from what's important FOR (health and safety, being valued) to help establish a good balance of each.



How this tool helps at end of life

Helps us to understand what matters to the person in the context of medical issues and interventions.

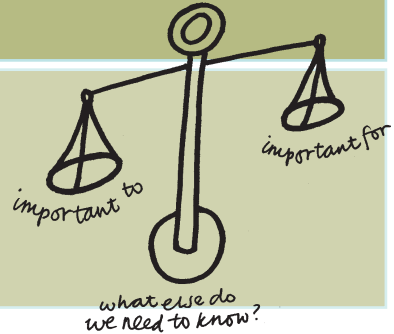
Keeps the focus on who the person is, not just the medical care that they need, enabling the person beyond the patient to be seen.

A quick glimpse

Important TO

Important FOR

Need to know/learn



What it does

Helps people reflect on what makes a good day and what makes a bad day.

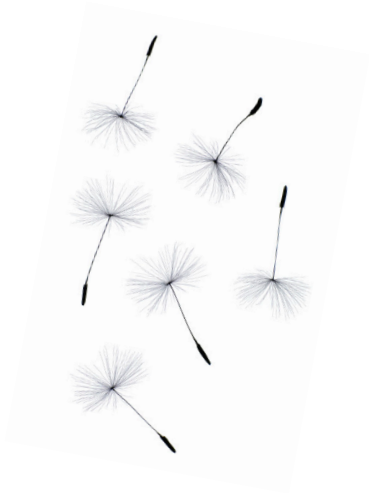
Helps to inform action planning and to identify what is important to the person and how they want to be supported.

How this tool helps at end of life

Identifies the elements that make a day good or bad, to enable the person and their supporters to work out what they can do together to ensure that the person has less bad days and more good days.

This also provides information about what is important to the person and how they want to be supported.

A quick glimpse



Good day



Bad day

What it does

Analyses an issue/situation from different perspectives.

Provides a picture of how things are right now, a reflection on the past or a plan for the future.

How this tool helps at end of life

Helps people to clarify what they want and what they don't want and to use this as a basis for action planning. Using this tool from different perspectives is a way to ensure that family and carers views are heard and discussed. Can also be used to reflect on the past, for example something that has previously worked for the person that they would like to do again. Also useful for planning for the future, in terms of what people want and do not want at the end of their life and their family's perspective on this.

Sorting what's working/not working

A quick glimpse



Working



Not working

me

others

What it does

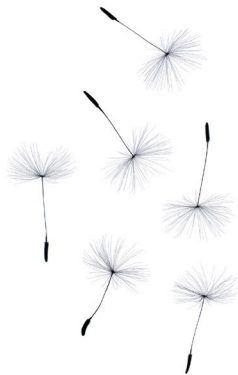
Gives people an opportunity to think about what they would still like to do, achieve or experience.

How this tool helps at end of life

Acknowledges that there may still be things that the person wants to do - 'The bucket list' of what you want to do before you die.



A quick glimpse

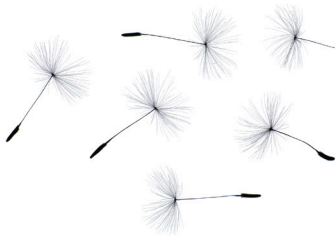


If I could I would...

The doughnut sort

What it does

Clarifies the roles and responsibilities of the different professionals and agencies supporting people and families.



How this tool helps at end of life

Helps people to be clear about what they must do and where they can be creative when supporting people at the end of life.

A quick glimpse



What it does

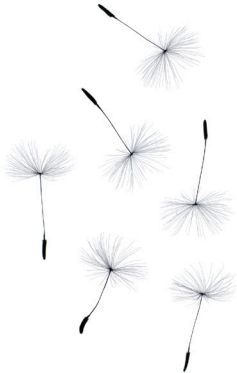
A way to help people reflect on and record the past. Helps people to begin to think about how they want to be remembered.

How this tool helps at end of life

A way for the person and their family to capture memories of the person's life and how they want to be remembered. Provides an opportunity for achievements to be celebrated and acknowledged and for experiences and stories to be shared. Can inform funerals and life celebrations.



A quick glimpse

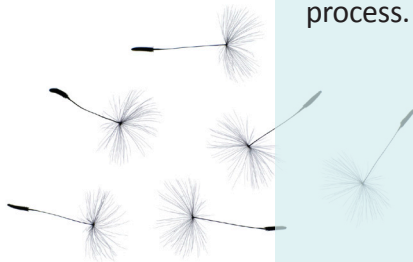


What it does

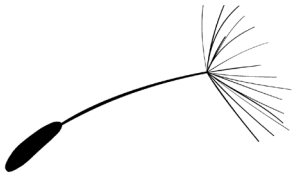
A quick snapshot of how someone communicates, whether this be through words or in other ways.

How this tool helps at end of life

Helps us to focus on how the person communicates, what we think different things mean and how we should respond. Vital to inform any decision making process.



A quick glimpse



At this time	When this happens	We think it means	We need to do this

Decision making agreement

What it does

Helps us to think about decision making and increasing the number and significance of decisions people make.

How this tool helps at end of life

Enables people to be in control and to make decisions at the end of their life. Can inform best interest decision making and advance decision making.



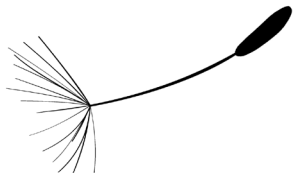
A quick glimpse



Decision to be made	How I must be involved	How the decision is made and who makes the final decision

What it does

A process for identifying what support is needed and the skills and personality characteristics needed to provide this.



How this tool helps at end of life

Helps people think about what kind of person they want to support them. This is important information for recruiting personal assistants or for use with a provider agency. Can form the basis of a person specification and inform a job description.

A quick glimpse



Skills needed

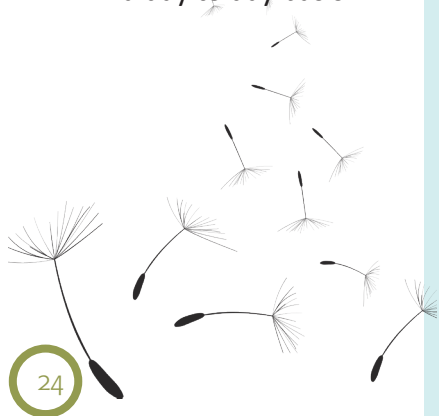
Support wanted and needed

Personality characteristics needed

Shared common interests

What it does

A way to record what people are learning on a day to day basis.

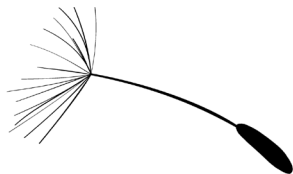


How this tool helps at end of life

Provides a way for people to record ongoing learning (focused on what worked well, what didn't work well) for any event or activity. This can add to information about what is important to the person and how best to support them.

Can replace traditional progress notes or records to help us focus more clearly on critical information about the person. Can be used to focus on someone's whole life or specific areas e.g. someone's health.

A quick glimpse



Date	What did the person do?	Who was there?	What did you learn about what worked well?	What did you learn about what didn't work well?

What it does

Helps people focus on what they are learning and what to do next.

How this tool helps at end of life

A way to reflect on what has been tried, the impact of this and what could be tried next. Important in areas such as medication and keeping the person comfortable. A way to explore what is being tried and learned with the person, their family, carers and professionals when considering progress or as part of a person centred review.



A quick glimpse

1 What have we tried?

2 What have we learned?

3 What are we pleased about?

4 What are we concerned about?

5 Given what we know now,
what next?



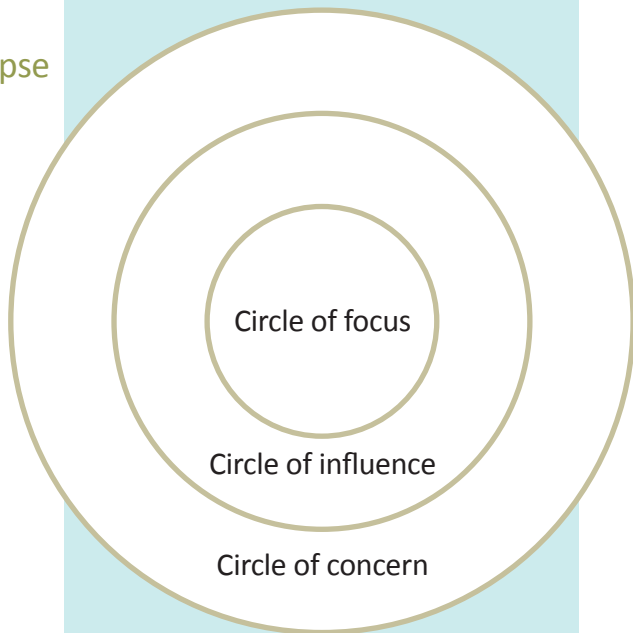
What it does

Helps people to identify areas of concern or anxiety and what the person can do to address them.

How this tool helps at end of life

This is useful if the person is feeling overwhelmed or powerless. It helps the person to focus time and energy on things they can control and can inform decisions made by the person, those close to them or professionals.

A quick glimpse



What it does

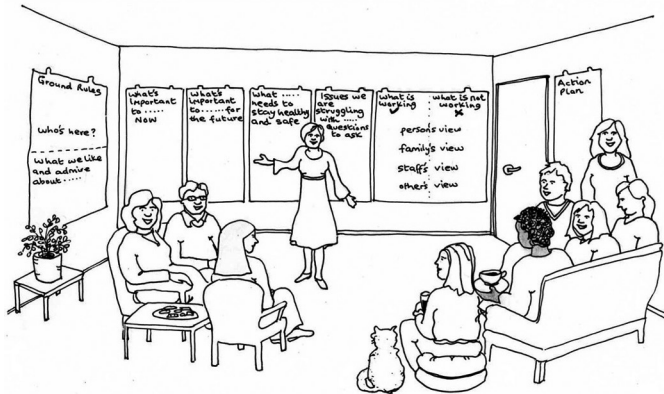
A person centred way to meet, review progress and agree actions.

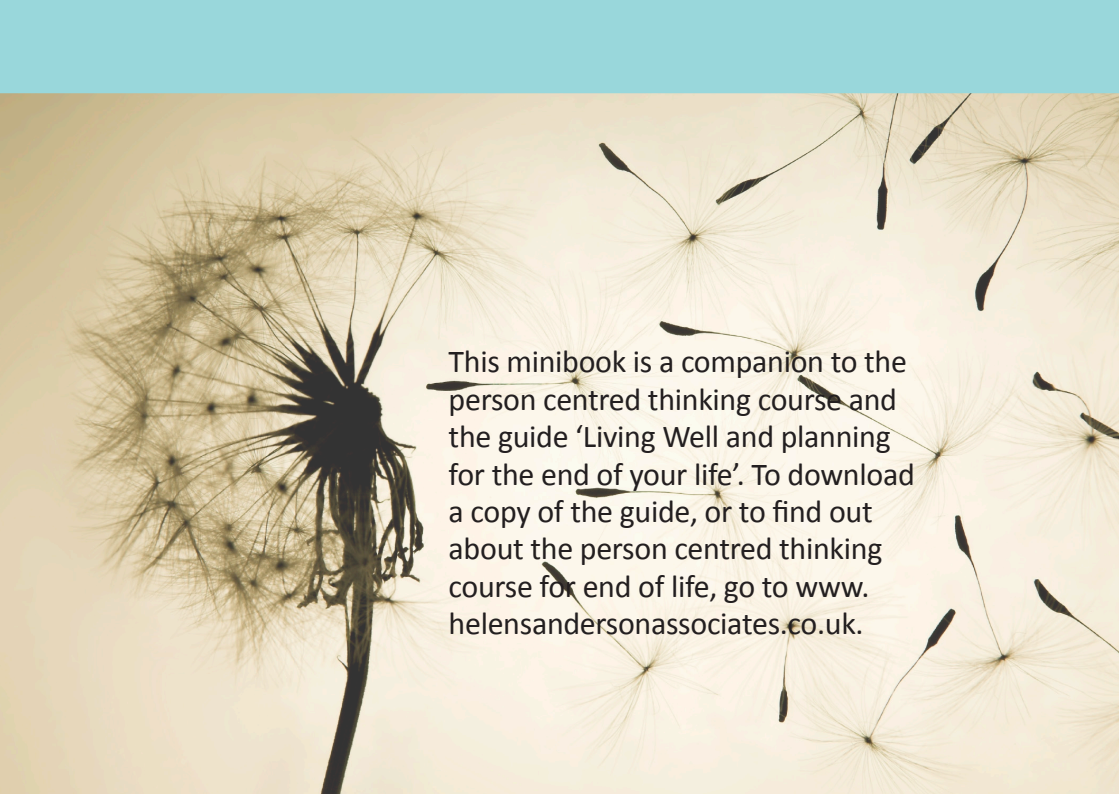
How this tool helps at end of life

A way to reflect on what is important to the person, how they want to be supported and what is working and not working from their perspective, the family/carer's perspectives, and staff/professional's perspectives. This review process focuses on the whole of the person's life. The four plus one tool is an excellent way to focus on one area of the person's life and evaluate what is happening, what ought to continue and what needs to be done differently.



A quick glimpse





This minibook is a companion to the person centred thinking course and the guide 'Living Well and planning for the end of your life'. To download a copy of the guide, or to find out about the person centred thinking course for end of life, go to www.helensandersonassociates.co.uk.