

person
centred
thinking

This little book of person centred thinking tools gives you an opportunity to get started in supporting people in ways that really matter to them. It offers practical ways to gather information and to start to set actions that make a real difference.

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Some of this information has been taken from Essential Lifestyle Planning for Everyone, Smull and Sanderson, 2005.

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what it does

Sorts what's important TO (what makes us happy, content, fulfilled) from what's important FOR (health and safety, being valued) while working towards a good balance.

how this tool helps

As a way to think through a situation before deciding what should happen next.

As an everyday tool.

As part of reviews.

As the beginning of an individual, family or team plan.

sorting important to/for

a quick glimpse

important TO

important FOR

need to learn/know

the doughnut sort

what it does

Identifies specific responsibilities -

core responsibilities

using judgement and creativity

not a paid responsibility

how this tool helps

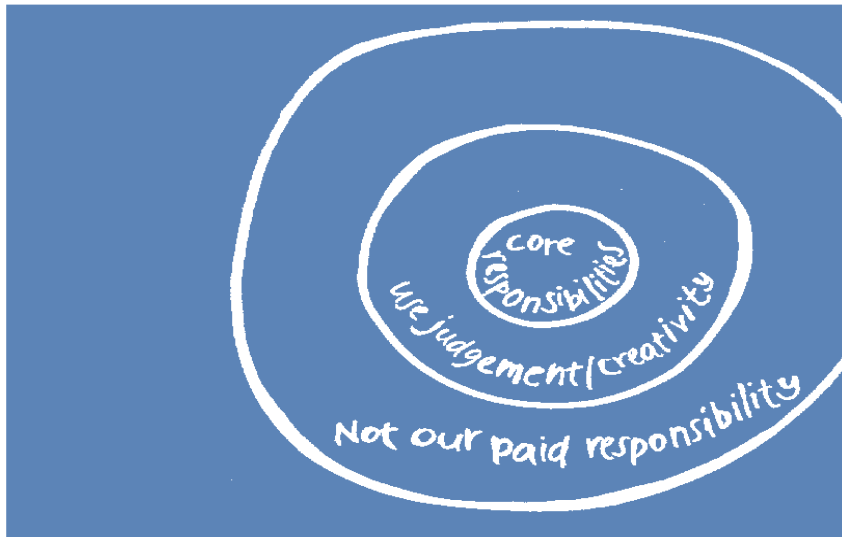
Helps you know where you can be creative without fear.

It clarifies the roles of the different professionals and agencies supporting people and families.

It can inform a family support plan.

It clarifies roles and expectations in a team plan.

a quick glimpse



what it does

A structure to look at both what skills/supports and what people characteristics make for good matches.

how this tool helps

Helps people think about what kind of paid support they want and need.

Helps with matching in fostering and volunteering.

In recruiting team members.

Gives the information for the characteristics section of a plan.

a quick glimpse

Support wanted and needed	Skills needed	Personality characteristics needed	Shared common interests

what it does

Identify who is important to a person or family.

how this tool helps

Learn who is important to people.

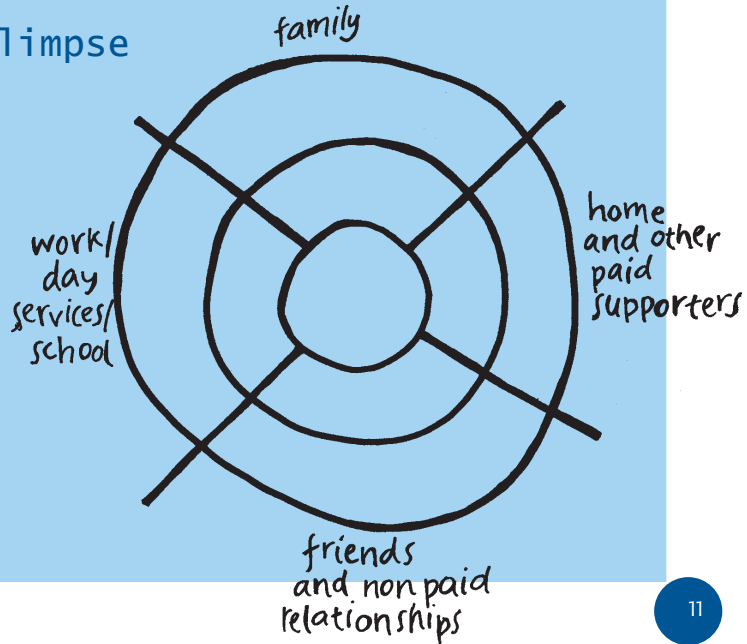
See if there are any important issues around relationships.

Helps identify who to talk to when developing a plan.

Identify relationships that can be strengthened or supported.

Identify characteristics in family and friends to look for when recruiting staff.

a quick glimpse



how this tool helps

Helps us focus on people's communication whether they use words to speak or not.

Whenever what the person does, communicates more clearly than what they say.

what they do

A quick snapshot of how someone communicates.

A way of recording a richness of information for people who use words to speak and particularly for people who don't.

a quick glimpse

we want to tell...	to do this we	helped/ supported by

at this time	when this happens	we think it means	and we do this

what it does

Directs people to look for ongoing learning. A structure that captures details of learning within specific activities and experiences.

Provides a way of recording information which focuses on what needs to stay the same and what needs to be different around how we support people.

how this tool helps

Provides a way for people to record ongoing learning (focused on what worked well, what didn't work well) for any event or activity.

Tells us what is important to and for individuals, families and team plans.

Can replace traditional 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 of their life, e.g. someone's health, how people like to spend their time.

a quick glimpse

Date	What did the person do? (what, where, when, how long?)	Who was there? (names of people supporting the person, friends and others)	What did you learn about what worked well? What did the person like about the activity? What needs to stay the same?	What did you learn about what didn't work? What did the person not like about the activity? What needs to be different?
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what they do

Provide a way of recording learning about someone's communication.

Inform communication charts and plans.

Provide a long term record of ideas and efforts related to understanding someone's communication.

how this tool helps

When someone is doing or saying something and family or staff don't know why, or what it means.

If people are unclear of the best way to respond to what the person is trying to communicate to them.

When family or staff are unsure of the best way to help the person understand an instruction or idea - especially when certain words or tones of voice can be a 'trigger'.

communication learning logs

a quick glimpse

Recording learning about 's communication

What was happening?		Who was there?
.... did this	What do you think it meant?	What did you try?
What worked well? What did you learn?	What didn't work? What did you learn?	

Recording learning about communicating with

What was happening?		Who was there?
We want to help understand / do this		What did you try?
What worked well? What did you learn?	What didn't work? What did you learn?	

sorting what's working/not working

how this tool helps

Clarifies what to build on (maintain or enhance) and what to change.

Helps in looking at how -
any part of a person's life is working

medications are working

people providing paid support are
doing in their work

any effort, activity or project is
working.

Helps where there are disagreements.

what it does

Analyses an issue/situation
across different perspectives.

Provides a picture of how
things are right now.

what's
working

a quick glimpse

perspective 1

perspective 2

perspective 3

what's
not
working

what it does

Helps people focus on what they are learning from their efforts.

Given that learning, a way to focus future efforts.

how this tool helps

Gives a structured way for everyone -
to be listened to
to describe what they have learned.

Useful in -
review meetings
supervision
team meetings
individual work with families.

To review actions from plans
and plan further actions.

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

how this tool helps

To think about how much power and control people have in their lives.

To clarify how decisions are made.

To increase choice and control people have in their lives.

a quick glimpse

important decisions in my life	how I must be involved	who makes the final decision

how this tool helps

To think with people about what they do on a day to day basis and the opportunities these present for getting involved, meeting new people, making connections and contributions.

As a way of looking at where people are now, think about possibilities, and plan action.

what it does

Helps us to think about the activities and how we can see them as opportunities for participation and contribution.

presence to contribution

a quick glimpse

activity	being present	having presence	actively participating	opportunity to connect	opportunity to contribute

dreaming

how this tool helps

Helps people move from issues of 'here and now' to see what's important to the person for the future.

Looks at how to take some first steps in the direction of the person's dreams.

what it does

Helps people to think about their future dreams and how to begin moving towards them.

a quick glimpse



what it does

A person centred way to meet, review progress and agree actions. There are three styles of person centred reviews - the working/not working review, the important to/for review and the Citizenship review.

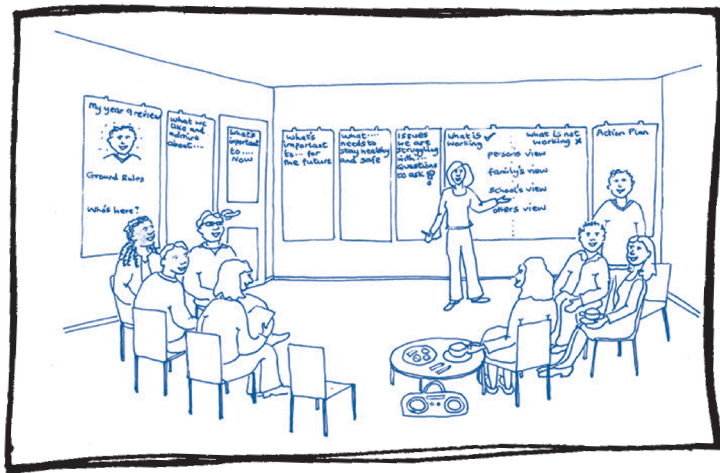
how this tool helps

Replace traditional reviews (service or school based planning).

Develop person centred information.

Generate shared actions based on what is working and not working.

a quick glimpse



person centred teams

how this tool helps

To clarify our team purpose or what success looks like for our team.

Know what is important to and for each team member.

Clarify roles within the team, based on gifts and strengths.

Record this information in a person centred team plan.

what it does

A way to use person centred practices to develop how we work as a team.

a quick glimpse



what it does

A way to use person centred practices to improve our meetings.

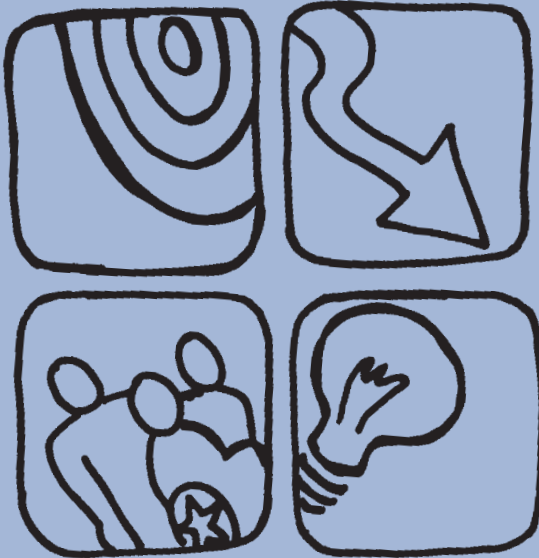
how this tool helps

Provide tools to clarify why we meet, and ways of developing agendas.

Ensures everyone is listened to and can contribute.

Gives us a meeting process for sharing information, thinking together and agreeing actions.

positive and productive meetings



a quick glimpse



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