

Dementia Friendly GP Practice Toolkit - Lincolnshire

About the practice: St John's Medical Centre lies in the centre of Grantham within the district of South Kesteven, it has a large patient list size of over 15,000 people.



Action Plan for St John's Medical Centre

Date completed: 21/03/2018

Long-term actions

Action	Responsibility	By when	Toolkit indicator	Comments
System audits: 1. Cognitive impairment and mild memory disturbance codes 2. Referral letters include patients dementia diagnosis	Angela Hart (Care Coordinator) Danielle Croucher (Business Manager)	01/09/18	1.3 Computer systems assist the monitoring of people with dementia 2.4 The GP practice is committed to developing a dementia friendly culture	
Noticeboards to be used to share information with patients and consult them on issues	DC	01/09/18	2.2 The views of patients and carers are valued within the practice	
At least 1 member of staff to attend Dementia Friends Champion induction to enable Dementia Friends to become part of staff inductions	DC	14/05/18 for training 01/09/18 for staff inductions	2.3 Staff at the practice receive appropriate dementia training	Visit www.dementiafriends.org.uk to book onto session taking place in Sleaford on 14/05/18
At risk groups offered screening for dementia – GP's to train other staff and Diadem training to be accessed	GP's at Practice EM Clinical Network	01/09/18	3.1 Patients are given a timely diagnosis	JB to share date of Diadem refresh offered by EM Clinical Network
Routine maintenance to include considerations for those with dementia e.g. painting of doors in	DC	Ongoing	4.2 The physical environment ensures patients' comfort	

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contrasting colours				
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Short-term actions

Action	Responsibility	By when	Toolkit indicator	Comments
Carers information to be added to noticeboards	DC	30/03/18	2.1 Carers are a respected partner in the patient's journey	
PPG interest in attending a dementia friends session(s) is gauged at next meeting	DC	21/03/18	2.2 The views of patients and carers are valued within the practice	
PPG interest in being involved in a walkthrough is canvassed	DC	21/03/18	2.2 The views of patients and carers are valued within the practice	
Website updated to include dementia specific information	DC	20/04/18	2.4 The GP Practice is committed to developing a dementia friendly culture	
Join Dementia Research leaflets to be available to patients	DC	30/03/18	2.4 The GP Practice is committed to developing a dementia friendly culture	JB provided these at the meeting on 21/03/18
Action plan to be shared with DAA to enable practice to become a supporter	Jo Blackwell (Project Support Officer)	06/04/18	2.5 The GP Practice is part of a dementia friendly community	JB will share this with DAA secretary
Dementia Family Support Service referral form to be added to EMIS at Practice	DC	30/03/18	2.5 The GP Practice is part of a dementia friendly community	
Process for missed appointments by dementia patients is added to practice DNA policy	DC	20/04/18	3.2 Care plans are integral to overall care of the patient	
Share Herbert Protocol information with colleagues and advise form completion for those at risk	DC	20/04/18	3.2 Care plans are integral to overall care of patient	JB will send further details from Lincolnshire Police website and form to DC
Invite Dementia Support Worker to	DC/AH	30/03/18	3.3 Post-diagnosis support	

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clinical discussion meetings where appropriate			is a key component of follow-up care	
PWD and PPG walkthrough to be arranged to assist in understanding suitability of physical environment	DC for PPG JB for PWD	30/04/18	4.1 The physical environment allows the patients to navigate the building independently 4.2 The physical environment ensures patients' comfort	

Review meeting with walkthrough – 30/04/2018 at 10am