

## Action Plan for Ruskington Medical Practice

**Date completed: 9<sup>th</sup> May 2018**

Ruskington Medical Practice can be found in the village of Ruskington just north of the town of Sleaford in the Lincolnshire district of North Kesteven. It is a dispensing Practice with over 7,500 patients on its list.

### Long-term actions

Action	Responsibility	By when	Toolkit indicator	Comments
Access further dementia awareness training as and when available	JB JW	05/06/2018	2.3 Staff at the Practice receive appropriate dementia training	JB to share with Alzheimer's Society to consider offering further training through the LMC
Add a new internal sign above the reception desk stating the name of the Practice	JW RF	29/06/2018	4.1 The physical environment allows the patient to navigate the building independently	

### Short-term actions

Action	Responsibility	By when	Toolkit indicator	Comments
Post diagnosis packs to be available from Care Coordinator	Jo Blackwell (JB) – Project Support Officer Andy Cullum (AC) - Care Coordinator)	18/05/2018	1.1 Appointments are flexible and meet the needs of the patient  3.3 Post-diagnosis support is a key component of follow-up care	JB to provide packs
Project Support Officer to be invited to PPG meeting to discuss Dementia Friends offer and opportunity to be involved in walkthrough	JB Julie Walsh (JW) – Practice Manager	05/06/2018	2.2 The views of patients and carers are valued within the Practice	Date agreed as 05/06/2018 at 2pm
Consider at least one member of staff and PPG member attending Dementia Friends Champion	JW	05/06/2018	2.3 Staff at the Practice receive appropriate dementia training	Dates for DF inductions and DF sessions can be viewed and booked via

induction so that dementia friends can become part of staff inductions				www.dementiafriends.org.uk
To add dementia specific details into safeguarding policies and procedures	JW	05/06/2018	2.4 The GP Practice is committed to developing a dementia friendly culture	
Practice website to include dementia specific information	JB Rachel Fisher (RF)	18/05/2018	2.4 The GP Practice is committed to developing a dementia friendly culture	JB to send draft of useful information to RF
Patient involvement in dementia research to be actively promoted through displaying of posters and leaflets and general staff awareness	JW RF AC	05/06/2018	2.4 The GP Practice is committed to developing a dementia friendly culture	JB provided leaflets and a poster at the 09/05/2018 meeting
Practice to join Dementia Action Alliance as a supporter	JB	24/05/2018	2.5 The GP Practice is part of a dementia friendly community	JB will share action plan with DAA secretary
Dementia Family Support Worker to be invited to Practice MDT	JW	05/06/2018	2.5 The GP Practice is part of a dementia friendly community	DFSW in the area: Bryony.atkinson@alzheimers.org.uk or Susan.allen@alzheimers.org.uk
Practice to consider options available for dementia screening tools e.g. 6-CIT, Diadem	JW AC	05/06/2018	3.1 Patients are given a timely diagnosis	JB has shared NHS England guidance previously and also Diadem tool
Herbert protocol form to be discussed with patients/carers as appropriate	AC RF	05/06/2018	3.2 Care plans are integral to overall care of the patient	JB to share form
Noticeboard to be improved to feature dementia specific information	RF	05/06/2018	3.3 Post-diagnosis support is a key component of follow-up care	JB to provide information that can be used
Add new navigational signs for waiting room and exits from consultation rooms	JW RF	05/06/2018	4.1 The physical environment allows the patient to navigate the building independently	
Add new signage to toilet doors and consider addition of hot/cold tap signage and light switch colour contrasting surround	JW RF	05/06/2018	4.1 The physical environment allows the patient to navigate the building independently	