

Action Plan for Colsterworth Medical Practice

Date completed: 26th April 2018

Colsterworth Medical Practice is located in the district of South Kesteven. It is a dispensing practice and has a list size of over 2,000 patients.

Long-term actions

Action	Responsibility	By when	Toolkit indicator	Comments
To follow-up on whether the carer that has been passed details of PPG has joined	Janet Nix (JN) – Practice Manager Louise Lee (LL) – Advanced Nurse Practitioner	13/07/2018	2.2 The views of patients and carers are valued within the Practice	

Short-term actions

Action	Responsibility	By when	Toolkit indicator	Comments
Staff to be offered a dementia friends session	JN	26/04/2018	N/A	Action completed at visit on 26/04/2018 with 11 friends created
PPG to be offered dementia friends sessions	JN	22/05/2018	2.2 The views of patients and carers are valued within the Practice	Next meeting is 22/05/18
Consider if PPG to be involved in the walkthrough exercise	JN	22/05/2018	2.2 The views of patients and carers are valued within the Practice	Next meeting is 22/05/18
Consider at least 1 member of staff attending a Dementia Friends Champion induction	JN/LL	14/05/2018	2.3 Staff at the Practice receive appropriate dementia training	Induction running in Sleaford on 14/05/2018 booking is via dementiafriends.org.uk
Add dementia specific information to the website	JN	13/06/2018	2.4 The GP Practice is committed to developing a dementia friendly culture	Jo Blackwell (JB – Alzheimer's Society) to provide draft of information Practice may like to use

Join Dementia Research poster to be displayed and leaflets made available to patients	JN/LL	13/06/2018	2.4 The GP Practice is committed to developing a dementia friendly culture	JB has provided a poster and leaflets
Practice to join the SW Dementia Action Alliance as a supporter	JB	09/05/2018	2.5 The GP Practice is part of a dementia friendly community	JB to submit action plan to DAA once agreed by Practice
Encourage use of 'This is me'	LL	13/06/2018	3.2 Care plans are integral to overall care of the patient	JB has provided x 5 copies and showed how to source more
Herbert protocol is understand and Practice has access to form	JN/LL	13/06/2018	3.2 Care plans are integral to overall care of the patient	JB to send details and copy of form
ANP has Dementia Family Support Service (DFSS) details and can make referrals to the team	LL	26/04/2018	3.3 Post-diagnosis support is a key component of follow-up care	Practice has form and telephone number Practice has written to those on dementia register providing information about the DFSS

Review meeting and walkthrough – 13/06/2018 at 1.00pm