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| **Dementia Friendly Care Home Toolkit***Dementia is everybody’s business*  |

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| **Date of starting Dementia Friendly toolkit:** | **No of residents:** |
| **Name of GP practice:** | **Name of GP:** |

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| **Staff** | **Already in place.** | **Action completion date:** | **KLOE** |
| Identify a dementia champion within your home. |   |   |  Effective |
| Sign up to the Southend, Castle Point and Rochford Dementia Action Alliance. |   |   |  Effective |
| Arrange Dementia Friend sessions with all staff |   |   |  Safe, Caring, Effective, responsive and Well Led  |
| Assigned Key worker to arrange a suitable time to meet with family and discuss care plan and support needs. |   |   |   Safe, Caring, Effective, responsive and Well Led |
| Give family complete tour of the building and include gardens and activity cupboards that can be used. |   |   |  Safe, Caring, Effective, responsive and Well Led |
| Encourage staff to eat/drink with residents at meal times. |  |  | Effective, Caring, Well Led |
| Invite families/friends to join a Family Group and arrange Dementia Friends session. |   |   | Effective and Well Led |

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| **Environment** | **Already in place.** | **Action completion date:** | **KLOE** |
| Is the entrance inviting? Easy to identify doorbell/ easy to read and contrasting signage. |  |  | Safe, Caring, Effective |
| Where possible use plain table cloths, contrasting plates/cutlery. |   |   |  Effective, Caring |
| Where possible use contrasting hand rails/toilet seats etc. |   |   |  Safe, Effective, Caring |
| If possible, wear clear first name only badges to easily identify yourself to the resident/family. |   |   | Safe, Caring, Effective, responsive and Well Led |
| Be mindful of noise levels within the home- encourage social activity.  |   |   |  Caring, Effective, Well Led |
| Try to arrange chairs and furniture to encourage interaction and conversation. Perhaps a settee as well as chairs? |  |  | Caring, Effective |
| Independent access to outside – activities involving fresh air/movement will decrease low mood in adults. |  |  | Safe, Effective, Well Led, Responsive and Caring |
| Is there food and drinks readily available? Finger food/fruit in reach and cold drinks available. |  |  | Safe, Caring, Effective |
| Photos/ displays on the wall that are relevant to residents to provoke conversation, |  |  | Caring  |
| Be mindful of shadows and patterns that may disorientate residents. |   |   |  Safe, Caring, Effective |
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| **Resident** | **Already in place.** | **Action start date:** | **Action completion date:** |
| Encourage family to complete a This is Me with resident- If family not able to do this, encourage Key worker to assist. |   |   |  Safe, Caring, Effective, responsive and Well Led |
| **Ensure *This is me* travels with Resident when hospitalised/ red bag if using.** |   |   |  Safe, Caring, Effective, responsive and Well Led |
| Encourage families to submit photos and invite family to create memory aids to reminisce the past. |   |   |  Caring, Effective |
| Find out family dates (Birthdays/anniversaries) and encourage patient to participate (i.e make a card) |   |   |  Caring, Effective |
| Use Dementia Community Support Team resource pack for suitable activity groups that the resident can attend. |   |   |  Safe, Caring, Effective, responsive and Well Led |
| Utilise local groups that are relevant to the resident. (i.e befriending/places of worship/ex forces support *such as Royal British Legion* and make use of DAA contacts) |   |   |  Safe, Caring, Effective, responsive and Well Led |

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| **Resources** | **Already in place.** | **Action completion date:** | **KLOE** |
| Complete “Welcome to our home information resource" and give to family upon admission. |  |  | Safe, Caring, Effective, responsive and Well Led |
| Encourage families to make use of resources/activity boxes to support visits. |   |   |  Safe, Caring, Effective, responsive and Well Led |
| Look at holding activity sessions involving families that work. |   |   |  Safe, Caring, Effective, responsive and Well Led |

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| **Your Dementia Team** | **Already in place.** | **Action start date:** | **Action completion date:** |
| Make staff aware of DIST, Community Dementia Nurse and Dementia Navigators. |  |  |  Safe, Caring, Effective, responsive and Well Led |
| Invite these professionals to meet staff to build rapports. |  |  |  Safe, Caring, Effective, responsive and Well Led |
| Have a clear poster including “Your Dementia Team” with information about how each team can support the resident and staff within the home. |  |  |  Safe, Caring, Effective, responsive and Well Led |
| Make staff aware of how to arrange for a diagnosis, and why getting a diagnosis is important. |  |  |  Safe, Caring, Effective, responsive and Well Led |
| Encourage families to access DCST for emotional support. |  |  |  Safe, Caring, Effective, responsive and Well Led |
| Encourage families to join the Dementia Action Alliance to help shape their community to become more Dementia inclusive. |  |  |  Safe, Caring, Effective, responsive and Well Led |