

Review Conversation Tool

Understanding what a 'Review' is

The Local Authority has a duty under the Care Act 2014 to carry out a review at least once every 12 months. The purpose of a review is to find out how your Care and Support Plan is working for you, and whether there are any changes needed to it.

This tool will help you to think about how well the plan is working for you, whether anything is not working and whether there is anything that may need to change.

How to use this tool

Begin by writing the outcomes that were agreed in your Care and Support Plan at the bottom of this page. If you are not sure what these are your social care practitioner can tell you, or write them onto the tool in advance.

The tool then contains a number of thinking points for you to consider. When you have decided what you would like to say write some notes next to the relevant thinking point. If a thinking point is not relevant to you, or you are not sure what to say just leave it blank. You can write as little or as much as you want to in each box.

Sometimes it can be useful to ask a carer, family member or friend to complete the tool as well so that you can understand their views and priorities in respect of your situation too.

You can complete the tool by yourself or you can complete it with any person you wish. This could be a carer, a family member, a friend, an advocate or a social care practitioner.

What happens next?

Your social care practitioner will talk with you to understand;

- What is working/ not working about your Care and Support Plan now;
- If there are issues to resolve, how best to do so from the options available;
- Whether your needs have changed, and if so whether the Care and Support Plan or the support provided to you by the Local Authority needs to change;
- What is important to you now and how the Care and Support Plan can help you to achieve those things.

The outcomes in my Care and Support Plan are:

Review Conversation Tool

Am I on track to achieve all the outcomes in my plan?

If not, what have the issues and challenges been?

Which areas of Wellbeing are most important to me now (tick all that apply)?

Domain	Tick	Domain	Tick
Personal Dignity		Social and economic wellbeing	
Physical or mental health and emotional wellbeing		Domestic, family and personal relationships	
Protection from abuse and neglect		Suitability of living accommodation	
Control over day to day life		Contribution to Society	
Participation in work, education, training or recreation		Other (please specify)	

Notes

Are the outcomes in my plan still relevant to me?

Review Conversation Tool

Is there anything new that I want to achieve or change about any area of my life?

Are all of the support and services in my plan in place?

Are all of the support and services in my plan working as intended to meet my needs?

Have the support and services in my plan helped me to achieve all my outcomes?

If not, what have the issues and challenges been?

Have there been any changes to my needs?

Is there anything that needs to change about the way I am supported?