



Resources for Carers, Young Carers and Staff:

# 4. Carers' and Young Carers' Checklist

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## 1. Carer's Checklist: Getting the Information You Need

You may find the checklist below a useful way of finding out and making sense of all the information and support there is for you as a Carer.

- I feel confident in my role as a carer
- I have all the information I need
- I understand the illness or condition of the person I care for properly
- I know my rights as a carer
- I know the professionals involved and how to contact them
- I have someone to talk to about my feelings
- I have arrangements in place in case of an accident
- I get a break or enough time off from caring
- My health is good enough to undertake caring
- Caring is not having a negative effect on my own health
- I do not need help travelling to the person I care for
- I am able to get out and about with the person I care for
- I am getting the right benefits
- I am able to combine caring and working or education
- I have the time I want for social activities
- I am able to undertake leisure activities with the person I care for
- The person I care for has considered Direct Payments
- I know what help is available to me if the person I care for passes away
- I am happy with the services and support I receive
- I have contact details for local and national organisations that can offer help and support

Tick these boxes if you think these issues would help and support you in your role:

- Could equipment or aids & adaptations to the home make caring tasks easier?
- Do I need to consider a Lasting Power of Attorney? (For more information, see section/leaflet on Hospital Admission and the Mental Health Act).

- What changes at school/work/college could I suggest to help me?**

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If there are any statements you cannot tick and they would be helpful to support you in your role, please speak to the person working with the person your care for or contact Sheffield Carers Centre or Sheffield Young Carers (details at the end of the Information Pack or Leaflet).

## 2. Your Right to Ask Questions

The questions below are designed to help you get all the information you need about the diagnosis and treatment of the person you care for. It should provide a helpful framework for deciding what you need to know and what you can ask about.

Some topics about individual treatment may require the permission/consent of the person you care for. However, you will be able to get answers on general topics regardless of whether the person you care for has given permission. Please see 'Confidentiality and Information Sharing' guide.

Remember circumstances can change and you may need to ask these questions to service providers again in the future.

## 3. Questions about the Diagnosis

- What illness does the person I care for have?**
- What symptoms and signs suggest this?**
- What is known about the cause of the illness?**
- What likely affects will this have on the person I care for?**
- What is likely to happen in the future?**
- Will it get better or worse?**
- Where can I get written information about this?**
- If a diagnosis has not been made, what are the possibilities?**
- How can we get a second opinion?**
- Are there any physical health implications?**

#### **4. Questions about the Person's Assessment**

- What tests have already been done?
- Are there any other tests that might be needed?
- Are there any physical problems that have been discovered?

#### **5. Questions about Care and Treatment**

- What are the aims of care and treatment?
- Who else will be involved in the treatment?
- What parts will the different workers play?
- How often will you see the person I care for?
- What is your treatment plan for the person I care for?
- How long will the person I care for need treatment?
- Would a 'talking therapy' (like counselling) help?
- If so, is it available locally?
- What happens if the person I care for refuses treatment?

#### **6. Questions about the Care Programme Approach (CPA)**

- Is the person I care for on CPA?
- Do they have a written Care Plan? (You should be given a copy of this unless the person you care for does not give permission)
- Who is the Care Coordinator and how can I contact them?

#### **7. Questions about the Family and Treatment**

- How will the family be involved in discussions concerning the treatment of the person I care for?
- What can we do as a family to help?
- Are there any local carers or self-help groups?

## 8. Questions about Medication

- What medication will be used?
- What are the benefits in the short-term and long-term?
- What are the possible side-effects in the short-term and long-term?
- Why have you chosen this particular drug?
- Will the person I care for have to take it for the rest of their lives?
- Are there any other drugs that can be used if this one doesn't work?
- Is the lowest effective dose being prescribed?
- Can a low dose be taken at first and increased if necessary?
- How often will the medication be reviewed?
- Will I be involved in future discussions about the dose or type of medication?
- What signs and symptoms might mean that the dose should be changed?
- What will happen if the person I care for stops taking the medication?
- Do you have any written information about this medication?

## 9. Questions about Hospital Treatment

- What arrangements will be made for the care of the person I care for after leaving hospital?
- When can we expect these arrangements to start?
- Who is the Care Coordinator or lead professional (the person overseeing the care package after leaving hospital) and how can I contact them?

## 10. Questions about Sharing Information

- Have you asked about how much information the person I care for is happy to share with me?
- Will I be informed about important meetings concerning their care and treatment?
- Can I see the Care Team on my own?
- Would you like to ask me for any other information about the person I care for or the family?
- Can I tell you things that will not be shared with the person or other members of staff?
- Are their views on confidentiality clearly documented in their notes?



### 13. Your Carer Information

**Local Carers'/Young Carers' Service:** \_\_\_\_\_

**Assessment date:**  
\_\_\_\_\_

**Assessment review date:**  
\_\_\_\_\_

(This assessment could be for your own carer's assessment or an assessment of the person you care for).

### 14. People Involved in the Care and Treatment

**Health Team:**  
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**Care Coordinator or lead professional:**  
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**Out of Hours or Crisis/Emergency Contact:**  
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**GP contact:**  
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## 15. Useful Resources

Information and leaflets are available to download from [www.shsc.nhs.uk/service-users-and-carers/carers-and-young-carers](http://www.shsc.nhs.uk/service-users-and-carers/carers-and-young-carers). The following resources are available for carers, young carers and staff:

1. Advocacy
2. Carers' and Young Carers' Charter
3. Carers' and Young Carers' Assessments
4. Carers' and Young Carers' Checklist
5. Community Teams
6. Confidentiality and Information Sharing
7. Hospital Admissions and the Mental Health Act
8. How to Get Involved
9. Mental Health Crisis
10. Understanding Mental Health Conditions and Medication
11. Useful Contacts Leaflet
12. Information Pack

These resources were designed in partnership with carers and young carers. SHSC worked collaboratively with Sheffield Carers Centre, Sheffield Young Carers and Chilypep and we would like to acknowledge their hard work, advice and support. These resources were updated in 2019 to ensure accuracy of information. With thanks to Jana Sandford for the artwork throughout.

For further information, contact:

- Sheffield Carers Centre on 0114 272 8363 or [www.sheffieldcarers.org.uk](http://www.sheffieldcarers.org.uk)
- Sheffield Young Carers on 0114 258 4595 or [www.sheffieldyoungcarers.org.uk](http://www.sheffieldyoungcarers.org.uk)
- Carers Trust on 0300 772 9600 or [www.carers.org](http://www.carers.org)

Or alternatively, contact your local SHSC team to get more information.



This document was accurate as of January 2020.