

North Lincolnshire

**Safeguarding Adult
Learning Briefing:
Person centred
passport**

January 2021



What is a person-centred passport?

A person-centred passport life story provides information about a person to support the care provided to people living with dementia or other communication needs. It is designed to help professionals understand:

- A person's preferences and routines
- A person's cultural and family background
- Important events, people and places from their life.

The document can be used in any setting: at home, in hospital, in respite care or in a care home and will support while the person is in an unfamiliar place.

It helps professionals to understand who the person 'really is', helping people to deliver care that is tailored to the person's needs.

Before a person makes the transition to living in a care home a person-centred passport should be created at the earliest opportunity to support tailored care.

Benefits of a person-centred passport

A person-centred passport life story will:

- Help people providing support to better understand who the person 'really is'
- Support people to deliver tailored, person-centred support
- Provide opportunities for the person to connect with the people around them
- Reduce stress for people living with dementia and their carers
- Keep people safe by overcoming challenges with communication, reducing behaviours that may challenge and preventing more serious conditions such as dehydration.

It is the starting point in getting to know someone

Examples of person-centred passports

There are a number of different ways to create a person-centred passport:

- It can be a pre-designed form - The Alzheimer's Society have designed an easy-to-use form that is [free to download](#) and covers all of the points in this presentation. [This is me](#) has been endorsed used by royal college of nursing
- Northern Lincolnshire and Goole NHS Foundation Trust has developed a person-centred passport designed to support people with learning disabilities and autism, [My Life](#), which can also be downloaded for free
- It can be creative : using pictures and photos to give a sense of someone's personality
- It can be electronic : using a document that can be emailed
- It can be in a book : that can travel easily with a person

Creating a person-centre passport

Who creates the passport?

The passport should be completed by the person and/or their carers and family (those who know the person best).

As a health, social care worker or other professional you can help the person and their family, supporting them to think about the things that are important to them, their likes and dislikes, routines and hobbies and life so far - asking open ended questions generates conversation and memories, providing a fuller picture of the person.

Using the passport - It is essential that all staff make themselves familiar with the passport to ensure person-centred care is at the core of the support they provide.

The passport should be kept with the person, in a place that all of the people who provide care can see, and refer to easily, and should be regularly updated as things change for the person.

Training

Training on how to support the creation of a person-centred passport is recommended. You could support training in your organisation by:

- Providing shadowing opportunities with people who have created one before
- Support the member of staff to create one of their own – a chance for colleagues to get to know each other better!
- Create an example for training discussions, using different prompts and suggested ideas about what to put on each page.

Key Points

- Before a person makes the transition to living in a care home a '[This is me](#)', '[My Life](#)' or other person-centred passport must be created to support tailored care
- The document should be created as early as possible and by the person involved, their carer and family, with support if needed
- Members of staff should be trained on how to create a person-centred passport
- The passport should be kept with the person, in a place that all of the people who provide care can see and refer to easily - **it is essential that all staff make themselves familiar with the passport to ensure person-centred care is at the core of the support they provide**
- The passport should be regularly updated as conditions progress and/or preferences change