



Person-Centred Reviews

The purpose of the review

A person-centred review is an opportunity to gather information about:

- What is important to the person; now and in the future
- What support the person needs
- What is working and what is not working in their life



Setting the scene



Who will be invited?

- Who the person wants there.
- Who is important in the person's life.
- Who needs to be there/ professionals.

It is best if the person can be supported to think about their life before the meeting and if possible attend to share their ideas. For example what is important to the person now, and in the future, what support the person needs and what is working and what is not working in their life.

This information should be brought to the meeting represented in a way the person can understand – pictures, photographs and symbols.

The meeting works best if the other people attending can think about the same questions before the meeting as well.

Headings

Who is here?

What we like
and admire
about

What is
important to
..... now?

What is
important to
..... in the
future?

What support and
help
needs to stay
healthy and safe.

What is / isn't
working well?

Questions to
answer.
Issues to resolve.

Action Plan

At the start of the meeting

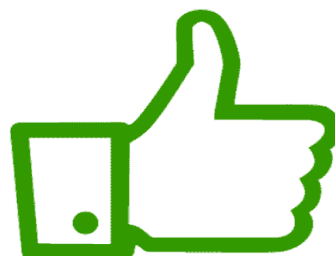
Introductions

Everyone will be asked to introduce themselves and say who they are in the person's life.



Like and admire

Everyone will be asked to say something they like and admire about the person (things that make them smile, laugh or feel proud).



This will be written down.

Starting the meeting

The facilitator will explain:

- What will happen at the meeting.
- What the headings mean.

Ground Rules



1. There is no such thing as a silly question.



2. All contributions are valued.



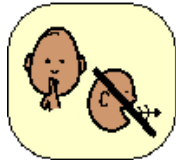
3. Listen without interruption.



4. Use plain English - no jargon.



5. Spelling mistakes are ok.



6. Confidentiality.



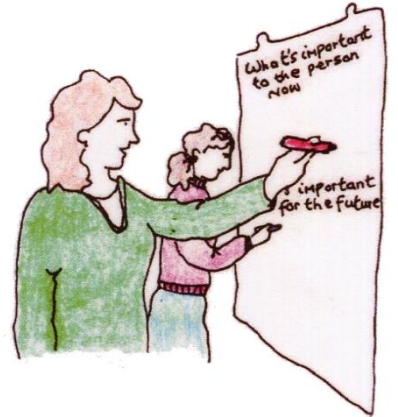
7. 5 minute rule.



8. Turn mobiles off / silent.

Gathering information

- The person's choice of music may be played, if they wish.
- Everyone will be invited to write on the flip charts. This will take around 10 to 20 minutes.
- The person will be supported to be at the centre of the meeting.



Reviewing the information/ action planning

- Everyone will be asked to name any priorities for discussion.
- Everyone will be invited to discuss the information gathered.
- Actions will be developed that are possible, positive and practical.
- All actions should detail what, when, where and who.
- A person will be responsible for checking that the 'Action Plan' is followed and the actions happen.



At the end of the meeting

- Everyone will be asked to share what they appreciate about the meeting.
- Everyone will be asked to share their thoughts about the review process and make any suggestions for improvement.
- One person will be responsible for putting the notes together and distributing them.

