



Making health services better for people with learning disabilities

The Health Self Assessment Framework

Guidance notes & Top Tips

These guidance notes are designed to explain the resources that have been developed & are available to support areas in involving people in the Health Self Assessment process.

Inclusion North have developed most of these with people in Yorkshire, Humber & the North East over the last 3 years.

These are resources, ideas and templates that have been useful to us but we know there are more good ideas and brilliant resources out there being developed by people using the framework.

If you have something that you think might be useful to others please do send it to Inclusion North by emailing Samantha@inclusionnorth.org & we will include it in this guidance.

The accessible resources include:

- ✓ What is the Health Assessment Framework
- ✓ Partnership Board introduction to the framework presentation template
- ✓ Partnership Board feedback after process presentation template
- ✓ Big Health Check session plan & resources (including how to use the resources)
- ✓ Getting Ready meetings facilitator notes / questions
- ✓ Sample flyer for Getting Ready meetings
- ✓ Sample flyer for Big Health Check day
- ✓ What will happen & when timeline template
- ✓ What will happen & when timeline template – Easy Read

Below are some top tips gathered from people who have used the framework in November 2009 .

We hope they are useful to you but if you have other ideas or resources please do let us know – we really value learning how we can all do this better.

Supporting the Health Self Assessment Resources and ideas to support people and families' involvement

Which part of the process	Top Tip	Resource / template available that supports involvement / accessibility
Telling the widest number of people about the Health Self Assessment	<ul style="list-style-type: none"> ✓ Write to Self Advocacy groups & carers reps with Primary Care Trust lead who is responsible for submission. ✓ Invite additional appropriate people to PB and circulate presentation with minutes / websites etc. ✓ Lots of Getting Ready days are very important, try some themed meetings (people that have been in hospital recently for an operation) 	<ul style="list-style-type: none"> ✓ What is the Self Assessment – explanatory sheet ✓ Template timeline outlining the process & deadlines ✓ Template flyer for Getting Ready Meetings.

Which part of the process	Top Tip	Resource / template available that supports involvement / accessibility
Getting the paperwork and guidance information out to localities	<ul style="list-style-type: none"> ✓ Make paperwork web based and send the link. ✓ Use the National resources on Valuing People website. ✓ Send out the timeline ✓ Circulate the documents as soon as they are finalised to all localities for health sub groups to begin to collect data. ✓ Get out and talk to each locality ✓ Make sure the PB are informed and get the information ✓ Health sub group are a great help 	<ul style="list-style-type: none"> ✓ What is the Self Assessment – explanatory sheet ✓ Timeline outlining processes & deadlines ✓ Flyer for Getting Ready meetings ✓ Partnership Board presentation on the process.

Which part of the process	Top Tip	Resource / template available that supports involvement / accessibility
<p>Making sure everyone gets the support needed to understand and contribute to the Self Assessment</p> <p>Professionals, Self Advocates and carers all getting together to do the Self Assessment</p>	<ul style="list-style-type: none"> ✓ Involve Self Advocacy groups ✓ Information must be accessible (Inclusion North Resources) ✓ Collect 'stories' throughout the year ✓ Board reporting – SHA Chief Execs meeting then exec board PCT CEO Performance Management champion ✓ Must have service users and carers at big health assessment days ✓ Ask (at Validation meeting) about who and how all people will be involved in plans ✓ Set standards around process, rather than impose rigid rules, flexibility around local need ✓ Not a once a year process – should be throughout the year 	<ul style="list-style-type: none"> ✓ Getting Ready meetings questions & ideas for facilitators ✓ Big Health Check template flyer ✓ Big Health Check session outline session plan ✓ Big Health check session posters and score cards

Which part of the process	Top Tip	Resource / template available that supports involvement / accessibility
<p>Being clear about the priorities coming out in the region and the help localities can hope to receive</p>	<ul style="list-style-type: none"> ✓ Linking outcomes of assessment to informing commissioning ✓ Regional Plan of priorities and support available to achieve it and how it links with wider mainstream health agenda ✓ Regional Big Health Day ✓ Celebration day, sharing good practice 	
<p>Sharing and celebrating all the good work people are doing</p>	<ul style="list-style-type: none"> ✓ Regional Big Health Event – celebrate and sharing good practice ✓ Market Stalls 	