

Dementia Care and Support Planning Toolkit

Personalised Care Planning is crucial in delivering improved care for all people living with dementia, their families and carers. This toolkit supports primary care to provide personalised dementia annual reviews. Below is an index for the toolkit. Resources can be reached by viewing the toolkit in Slideshow and clicking on a subject button, which will take you to the relevant page in the toolkit. Pages or patient leaflets (PDF links) can be printed.



[Care and Support Planning Templates](#)



Alcohol

It's important to balance the person with dementia's right to enjoy a pleasurable activity such as drinking alcohol, against the risk it may pose.

Excessive **alcohol** consumption over a lengthy time period can lead to brain damage, and may increase the risk of developing **dementia**.

Having a drink in company can be a pleasant way to relax. However:

- People with dementia can become more confused after a drink, so may need to limit the amount they have.
- Alcohol doesn't mix well with certain medicines.
- People who have dementia secondary to alcohol abuse should **not** drink alcohol.
- People with alcoholic dementia should have high thiamine diets and /or thiamine supplements.

Tips to support people to reduce drinking alcohol

- Keep alcohol out of reach and out of sight.
- Provide low alcohol or non-alcoholic substitutes.
- Provide watered down alcoholic drinks.
- Consider support from local alcohol cessation services.
- Avoid drinking alcohol in front of the person with dementia.



[Alcohol and dementia](#)



[Alcohol related brain damage and dementia](#)



Behaviour

Tips to support people who repeat the same question or activity

- Be tactful and patient.
- Help the person with orientation – e.g. buy an easy-to-read clock, labels on cupboard doors.
- Look for any underlying theme, such as the person believing they're lost, and offer reassurance.
- Distract them by talking about a period of time or an event they enjoyed.

Tips to support people who are agitated

- Rule out or treat underlying cause:
 - Uncontrolled pain
 - Untreated depression
 - Infection eg UTI
 - Medication side effects
- If the person behaves in an aggressive way, try to stay calm and avoid confrontation. Call for assistance if not settling.

Tips to support people with disturbed sleep pattern

- Dementia can cause problems with the body clock, or sleep-wake cycle.
- Provide a “day-night” clock for orientation.
- Provide plenty of activity and exposure to daylight during the day.
- Make sure the bedroom is comfortable and provide a nightlight or blackout blinds.
- Cut down on caffeine and alcohol in the evening.

Tips to support people who are restless

- Make sure the person has plenty to eat and drink.
- Have a daily routine, including daily walks.
- Accompany them on a walk to shops or consider tracking devices and alarm systems (telecare).
- Give them something to occupy their hands if they fidget a lot, such as worry beads or a box of items that mean something to them.



[Changes in Behaviour](#) PDF



[Coping with Dementia Behaviour](#)



Driving

Safe driving with dementia – tips for clinicians

People with mild dementia may still drive if they are safe, although they must inform the DVLA of their diagnosis

Questions to assess whether safe to drive:

- ☐ Would family be happy for the person with dementia to drive with their grandchild alone?
- ☐ Have they had any accidents or near misses?
- ☐ Have they got lost driving in a familiar area, or lost their car?

Consider using objective tools to assess safety:

- ☐ Black box/tracking device
- ☐ Consider a safe driving assessment (local councils)

When someone is considered unfit to drive

- Inform the person they must tell the DVLA they are no longer able to drive.
- Send a letter to the patient (as a written prompt) and/or inform family.
- Family members/carers can help by supporting the DVLA notification, removing the car from the drive, safe holding the car keys, etc.

Alternative to driving ideas

- Book a taxi to go to the supermarket once a month.
- Set up an account with a taxi firm to order taxis in advance
- Local voluntary organisations may offer community transport services
- Hospital transport for hospital appointment
- Paying bills by direct debit so need to visit the bank or post office less often
- Getting a shoppers' bus to the supermarket
- Ordering shopping online (if possible) and having it delivered to the house,
- The local Council may offer mobility support



[Driving and Dementia](#) PDF

 **GOV.UK**

[Applying for a Blue Badge](#)



Eating and Drinking

Tips to promote eating well

- Use coloured plates – to help distinguish the food from the plate.
- Provide regular small meals and snacks.
- Consider fortifying foods – adding high calorie foods e.g. cream, butter, etc.
- Provide finger foods – easier to graze.
- Consider people's tastes, likes and dislikes.
- Consider culturally appropriate foods.
- Encourage eating meals with others – eating is a social activity.
- Encourage the person to help with food preparation.
- Create an appetite – encourage activities and walking before meals.
- Promote appropriate sensory cues – smells of cooking food, sitting at a dining table, palatable and recognisable foods.
- Ensure well-fitting dentures are worn where appropriate.



[Eating and drinking: Staying well with dementia](#) PDF



[Eating well: supporting older people and older people with dementia - Practical guide](#) PDF



[Eating and drinking with dementia](#) PDF



[Dementia - a guide to food problems](#) PDF



[Nutrition](#)



[Eating and Drinking](#) PDF



[Keeping a person with dementia safe during hot weather](#)

Tips to promote good hydration

- Provide drinks rather than ask if the individual would like one, ensure not too hot or too cold.
- Encourage individuals to take each tablet of medication separately with fluid to maximise intake.
- Leave glasses or jugs of water within easy reach.
- Make drinking easier. Use a glass so the person can see what's inside or use a brightly coloured cup to draw attention). Straws can help.
- Make drinking a social occasion. Have a cup of tea or an ice lolly with the person.
- Leave reminders. Prompt by leaving notes out for them or notices around the house. You could also set up a phone reminder or set an alarm clock.
- Supplement water and other drinks by providing high water content foods.



Eyesight

Tips for clinicians

- There is a high prevalence of visual impairment in people with dementia.
- **Visual impairment is much higher for people with dementia living in care homes.**
- Poor eyesight can increase confusion for people with dementia, and can make it harder for them to recognise people or objects.
- **80% of people with dementia are still able to complete a routine eye test.**
- Optometrists have special techniques for assessing sight, even for people in the later stages of dementia.

Tips for carers

- Opticians can also check for cataracts and glaucoma pressure, diabetes.
- Optometrists can mark-up spectacles with people's names.
- Home assessments for eye checks can be arranged if people are frail or housebound
- Someone with dementia may need to be tactfully reminded to wear their glasses and check that their lenses are clean.



[Sight, perception and hallucinations](#) PDF



[Dementia and Sight Loss](#)



Falls and Feet

People with dementias have a higher risk of falling. They are more than three times more likely to fracture their hip when they fall, which leads to surgery and immobility, and increased mortality.



Falls



Falls and dementia



Fitter Feet – Healthy feet are essential to remain mobile and active.

Tips to help prevent falls

- Make sure the home is well lit, in the hall, landing and on the stairs.
- Avoid trailing wires and clutter on the floor.
- Make sure you have enough support and a secure footing when reaching.
- Stand up slowly when getting up
- Have regular eye tests.
- Avoid wearing clothes that are too long
- If prescribed drugs are making you feel dizzy, talk to your GP.
- Avoid patterned carpets which can cause perception problems for some people.
- Consider fitting grab rails, on the stairs and in the bathroom.
- Wear good fitting shoes and slippers.



Finance and Legal

Tips to help people manage their money more easily

- Set up standing orders or direct debits.
- Have all income, including pension and benefits, paid directly into bank or building society accounts.
- Consider getting a chip and signature card – a signature is required rather than a personal identification number (PIN).
- Set up a third party mandate – to allow someone you trust access to your bank account and specify how much access to give (for example, a set amount for the weekly shop).
- Consider appointing a Lasting Power of Attorney (LPA).

Finance



[Benefits for carers](#)



[Council Tax](#) PDF



[Benefits and entitlements](#)



[Expanding support for carers of Veterans](#)



[Benefits \(PIP, tax credits, SSP carers allowance\)](#)



[How we support veterans with dementia](#)



[Managing Money](#) PDF

Legal



[Advance decisions, advance statements and living wills](#) PDF



[Making decisions and managing difficult situations](#) PDF



[Managing legal affairs for someone with dementia](#)



[Legal and financial](#)



[Lasting power of attorney](#)



[Working and volunteering](#)



Hearing

People with hearing loss are more likely to develop dementia

Telling the difference between dementia and hearing loss

It is often hard to separate the signs of hearing loss from those of dementia, and often one condition may mask the other.

It is important for people with dementia to have regular hearing tests with an audiology team. Audiology tests can be adapted for people with dementia, if it is needed.



[Dementia and difficulty with sounds](#) PDF



[Sight and hearing loss](#)



[Hearing Loss : What Works Guide](#) PDF



[The Deaf Dementia Experience](#)



Incontinence

Practical tips

- Ensure there is no fluid restriction in the day.
- Avoid constipation.
- Prompt toileting every 2 hours.
- Put a sign on the toilet door.
- Keep the toilet door unlocked and ajar. For men, keep the toilet seat is left up.
- Install a toilet seat in a strong or primary colour and fix brightly coloured grab rails, to make them easy to see.
- Consider a commode or urinal for night time.
- Keep clothing simple and easy to remove/unfasten.
- Consider mattress covers in case of accidents.
- Be supportive and avoid chastising or causing embarrassment.



[Continence and dementia](#) PDF



[Continence and using the toilet](#) PDF



Independence and Keeping Safe

National Dementia Helpline: Call 0300 222 11 22

Resources



[Living with dementia - living alone](#)



[Making the home dementia friendly and safe](#)



[The Herbert Protocol - a simple risk reduction tool to help the police in their search for people with Dementia](#) PDF



[Using equipment and making adaptations at home](#) PDF



[Adapting the home](#)

Tips for carers

Personal Care

- Involve the person in decisions around washing and dressing.
- Offer tactful reminders e.g. change clothes regularly.
- Consider easy to wear clothing (i.e. to easily access the toilet).
- Offer practical help but encourage independence.
- Give the person lots of encouragement and try not to dwell on things that do not go well.

Technology



[Helpful technology](#)



[Assistive technology - devices to help with everyday living](#) PDF



[Information on assistive technology for those with dementia](#)



Keeping Warm

Tips to keep warm

Someone with dementia may not realise they are cold or may be unable to tell someone.

- Heat the home to at least 18°C (65°F).
- Keep the bedroom window closed in winter
- Draught-proofing and roof insulation will help.
- Close curtains at night and when it is cold
- Encourage wearing thin layers of clothing, such as cotton and wool.
- Encourage regular movement, such as standing and sitting at least every hour
- Regular hot drinks and ensure eating regular meals
- Wear a hat, gloves and warm socks when going out, and indoors too, if necessary.
- Equipment can be installed to warn of extreme temperatures in the home.



[Keeping Warm with dementia](#)



[Top Tips for keeping warm and well](#) PDF



[Keep Warm and Well](#) PDF



Medication



[Drug treatment for Alzheimer's Disease](#) PDF

Antipsychotic prescribing

- A person living with dementia should only try an antipsychotic if they are at risk of harming themselves or others, or if they are severely distressed.
- The antipsychotic should be tried alongside other activities to try to help their distress.



[Drugs for behavioural and psychological symptoms in dementia](#) PDF

Drugs to avoid in people with dementia

	Antipsychotics	Antidepressants	Anticholinergic (Bladder incontinence)	Antihistamines
Drugs to AVOID in dementia	Olanzapine Chlorpromazine	Tricyclics e.g. amitriptyline imipramine	Oxybutynin Solifenacin Tolterodine	Chlorpheniramine Hyoscine Promethazine Cyclizine
Drugs to use with CAUTION in dementia	Haloperidol Quetiapine Prochlorperazine Risperidone	Fluoxetine Mirtazapine Paroxetine Venlafaxine Duloxetine		
PREFERRED drugs to use in dementia		Sertraline Citalopram		Cetirizine Loratadine



Mood

- At least one in five people in the UK will experience depression at some time in their lives.
- It is more common among people with dementia (20-40% of whom may have depression), particularly those who have vascular dementia or Parkinson's disease dementia.

- Identifying anxiety and depression means the person with dementia can be treated and supported in the correct way.
- Untreated, either condition can become more severe, resulting in further distress or deterioration in their health.



[Apathy, depression and anxiety](#) PDF



[Managing Anxiety and depression](#)



[Anxiety and Depression - Tips for carers](#)



[Talking therapies](#) PDF



My Future

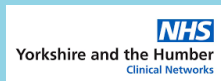
Advance Care Planning is a process to help plan and record future wishes and priorities of care with family and friends. This means there is a record of wishes when the person may no longer be able to make or communicate such decisions.



[Lasting Power of Attorney](#) PDF



[This Is Me template](#) PDF



[End of Life Guidelines for those with dementia](#) PDF



[Advanced Care Plan](#) PDF



[Understanding Dying](#)



[Planning for the future](#)



[Moving to a Care Home-check list](#) PDF



[FAST test to assess stage of dementia \(for professionals\)](#) PDF



My Memory

Tips to help cope with memory loss

- Keep a regular routine.
- Put a weekly timetable on the kitchen wall.
- Schedule activities for when feeling better (for example, in the mornings).
- Put keys in an obvious place.
- Keep a list of helpful numbers (put regular bills on direct debits).
- Use a pill organiser box (dosette box).
- Use signs and labels.
- Use telehealth gadgets to prompt and keep safe.
- Use your brain – crosswords, Suduko, etc.
- Healthy lifestyle to prevention further deterioration – stop smoking, exercise, etc.



[Dementia guide](#) PDF



[Coping with memory loss](#) PDF



[How to make your home dementia friendly](#)



Pain

Wong-Baker FACES® Pain Rating Scale



Clinical tips to recognise when people with dementia are in pain

- Change in behaviour, such as fidgeting, restlessness, or distress during personal care.
- Calling out, groaning or shouting.
- Sleeping more or less than usual.
- Body language, such as, bracing or guarding, or repetitive movements.
- Facial expressions, such as grimacing, or frowning.
- Mood, withdrawal or uncharacteristic quietness, low mood.
- Increased pulse, sweating, flushing or appearing pale.
- Poor appetite.



[Pain and dementia](#) PDF



[Wong-Baker pain scale](#)



[Abbey pain score](#) PDF

Pets, Hobbies and Interests



[Activities for those with dementia](#)



[Caring for a pet help those with dementia](#)



[For terminally ill, elderly and their pets](#)



[Dementia Dog Programme](#)



[Musical Map for dementia](#)

Tips for carers

- Having dementia doesn't mean stopping doing the things people enjoy.
- There are all sorts of activities – physical, mental, social and creative that help people with dementia to live well and improve wellbeing.
- A shared activity can make both people happier and able to enjoy quality time together.



Physical Activity

Benefits of exercise and physical activity for people with dementia

- Reduces the risk of high blood pressure and heart disease.
- Reduces the risk of some types of cancer (particularly breast and colon cancer)
- Reduces risk of stroke and Type 2 diabetes.
- Improves physical fitness and balance.
- Maintains strong muscles and flexible joints to maintain independence.
- Improves the ability to dress, clean, cook and perform other daily activities.
- Helps to keep bones strong and reduces the risk of osteoporosis.
- Improves cognition – activity can improve memory and slow down mental decline.
- Improves sleep patterns.
- Reduces isolation.
- Reduce the risk of falls by improving strength and balance
- Improves confidence and self-esteem.
- Improves mood.



[Physical activity and exercise](#) PDF



[Physical Activity in care homes](#)



[Exercise and keeping healthy](#)



[Prescribing movement for dementia](#)



Sex and Relationships



[Sex, intimacy and dementia](#) PDF



[Sex and intimacy](#) PDF



[LGBT living with dementia](#) PDF



[Living with dementia- your relationships](#) PDF



[Intimate relationships](#)



[Dementia and relationships](#)

Dementia can cause relationships to change. It can be difficult to adjust, and may take some time.

Intimacy is important and can be physical, e.g. touching, cuddling or sex or spending time with loved ones.



Sleep

Sleep disturbance can affect the quality of life of a person with dementia and anyone caring for them.

It can have impact on a person's wellbeing, and can lead both the person with dementia and those caring for them to become more fatigued and stressed.



[Good habits at Bedtime](#) PDF



[Sleep and night time disturbance](#)



[Living with dementia – night time disturbances](#)

Tips to support good sleep for people with dementia

- Limit daytime naps.
- Ensure a range of stimulating activities – someone is more likely to doze off during the day if they are bored.
- Avoid caffeinated drinks such as tea and coffee.
- Exercise during the day.
- Finding relaxing ways to encourage the person to sleep, such as giving them a warm milky drink at bedtime, music.
- Consider using black out curtains.
- Use a clock indicating day and night times.
- Ensure the person is not thirsty/hungry/in pain.



Smoking

- Smoking increases risk of vascular dementia, and toxins in cigarettes increase inflammation causing Alzheimer's.
- Some researchers estimate that 14% of dementia worldwide may be attributable to smoking.

Tips to helping people with dementia stop smoking

- Refer to a local smoking cessation clinic.
- NHS Smokefree Helpline is free to call on **0300 123 1044**.
- Carer to reduce cigarettes given to person and gradually wean off.
- Consider e-cigarettes as an alternative.
- Patches can be helpful in people with dementia.
- If carer is a smoker, to consider stopping too as “quit buddy”.
- Remove ashtrays out of sight as person may then forget to smoke.
- Remove fire risks – replace matches with disposable lighters.



[Smoking and alcohol with dementia](#)



[Smoking and dementia](#) PDF



Social, Spiritual and Cultural



[Dementia accessibility and minority groups](#) PDF



[Building dementia friendly faith communities](#) PDF



[Dementia friendly faith groups](#)



[LGBT living with dementia](#) PDF



[BME communities and dementia](#)



[Supporting veterans](#)

Tips to keep connected

- Dementia-friendly swimming, gym and walking sessions.
- Arts-based activities – drawing or painting classes, drama groups and book clubs.
- Reminiscence – share life experiences and stories from the past with photos, objects, video and music clips.
- Dementia café – meet other people with dementia and their carers in an informal setting.
- Singing for the brain groups.



Staying Healthy

For someone with dementia, it's important to remain as fit and healthy as possible. The better they feel, the better life will be for them and those around them.



[Staying healthy with dementia](#) PDF



[Reducing your risk of dementia](#)



[Helping your brain stay healthy](#) PDF



[Keeping Healthy](#)

What's good for the heart is good for the brain

- Don't smoke.
- Keep cholesterol and blood pressure under control.
- Be active and exercise regularly.
- Maintain a healthy weight.
- Eat a healthy balanced diet.
- Drink fewer than 14 units of alcohol per week.

Remember the annual flu vaccination for both the person with dementia and their carer



Supporting Family and Carers

The Care Act (2014) mandates that **every carer** should have an assessment of needs – regardless of financial status.



[Assessment for care and support](#) PDF



[The carers assessment](#)



[Getting help and advice](#)



[Paying for care and support](#) PDF



[Getting care and support for dementia](#)

Tips to support carers

Any family member or friends who regularly cares for someone with dementia should also get the help they need.

- Ensure carers are registered with local Carers Support organisations (e.g. Carers UK, Carers Bucks, etc.)
- Local Authorities provide an annual Carers' Assessment.
- Respite care or financial support may be provided following a carers' assessment.



Teeth

It's important to support people with dementia to keep good dental hygiene and well-fitting dentures if they are worn, to enable them to eat well, reduce infections (and therefore reduce confusion) and reduce pain.

It is recommended that a person diagnosed with dementia who has their own natural teeth is seen by a dentist **every six months**.

Resources



[Mouth care for people with dementia](#)



[Dental care and oral health](#) PDF



[Find an NHS Dentist](#)



[Keep smiling](#)

Tips for carers

- People who have dentures should be encouraged to wear them as they not only help with eating, but improve appearance, self-esteem and speech and language.
- Ask the dentist to add a name to them if there is a risk of being lost.

There are several behavioural changes that may indicate that someone with dementia is experiencing dental problems:

- refusal to eat (particularly hard or cold foods),
- frequent pulling at the face or mouth,
- leaving previously worn dentures out of their mouth,
- increased restlessness, moaning or shouting
- disturbed sleep,
- refusal to take part in daily activities,
- aggressive behaviour.



Buckinghamshire Dementia Support Services



Memory Support Service Buckinghamshire

Provides support for people who have been diagnosed with dementia

memorysupport@alzheimers.org.uk

01296 331749

(Office opening times:
Monday-Friday, 09:00-17:00)



DementiaRoadmap
Helping primary care to support people with dementia

The [Buckinghamshire Dementia Roadmap](#) provides local information about services, support groups and care available in Buckinghamshire.

CarersBucks
Dedicated to supporting carers

Carers Bucks

Tel 0300 777 2722

Provides support for carers



[The Dementia Guide](#) PDF




Bucks Online Directory




Care and Support Planning Templates

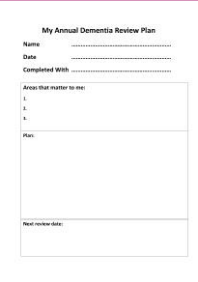
Templates




Dementia Annual Review Invite



What Could Make a Difference



My Dementia Review Care Plan



Your Care and Support Plan Summary

Download the set of four templates from [here](#).

