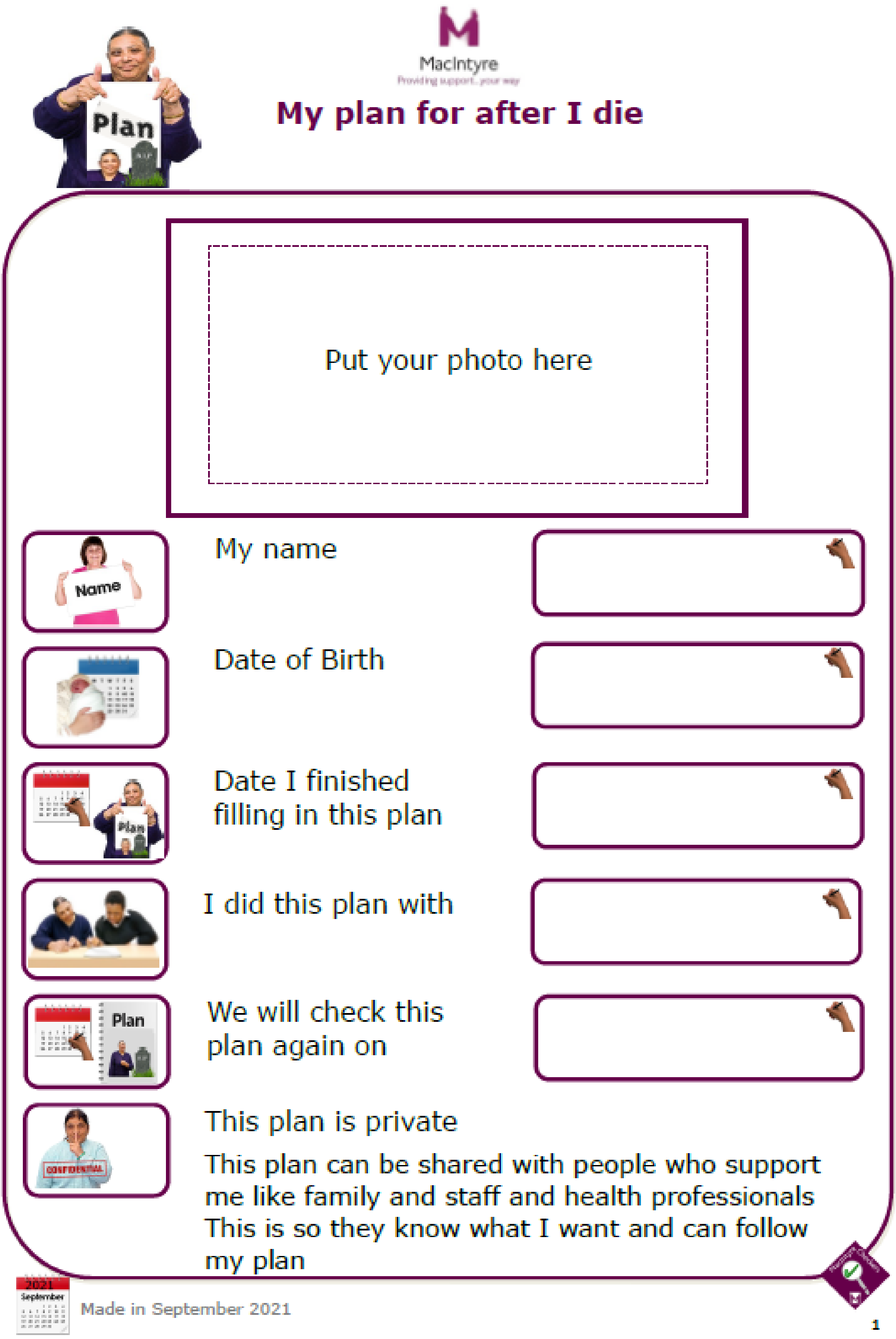
My Plan for after I die

Good Practice Guidance



MacIntyre
Providing support...your way

My plan for after I die

Put your photo here

My name

Date of Birth

Date I finished filling in this plan

I did this plan with

We will check this plan again on

This plan is private

This plan can be shared with people who support me like family and staff and health professionals This is so they know what I want and can follow my plan

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1

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What is a 'My plan for after I die' Form?

A plan for after I die good practice guidance captures and records the beliefs and wishes of the person supported in relation to what happens after they die, offering people the opportunity to plan for their future while they have the capacity to do so. It gives an overview on the types of treatment and care the person would or would not like to receive
Knowing a person's wishes will help guide families and staff to ensure that they are following the wishes of their loved one or person supported when they are dying or have died.

This is not a legal document

My Plan for after I die Form will capture the below information:

- The person's name
- Date of birth
- A person's religious beliefs and wishes
- Their thoughts and feelings around being buried or cremated
- The funeral service and how the person wants to be remembered
- Whether the person has a will
- Thinking about technology
- Thinking about organ donation
- Helping science when I die
- Sharing my information
- What happens next
- Who completed the form
- Date of completion
- Review date

Who should have a My Plan for after I die Form?

It is good practice to have, or consider having, a 'My plan for after I die' completed regardless of age or health, as it captures important information that can help a person die knowing that they have recorded what is important to them, the plan will also support family and staff plan for the future. It can take time to take the first steps in completing a 'My plan for after I die' but by having honest communication and a good explanation of why we should complete a plan will hopefully break down the barriers that we might face.
If you do come across a barrier, try your best to revisit the conversation and not avoid having it again. There are lots of resources to help start conversations to talk about death and dying.

Some of the form can be completed through general conversations whilst out and about with the person supported - such as favourite singer and song, knowing this information will give an ideal conversation starter for questions such as what song would you like at your funeral?

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It can help to think creatively on how to capture the wishes of people and allow the process to be as fun and relaxed as possible.

Not everyone will want a 'My plan for when I die' to be in place or completed but it's especially helpful to have if a person is likely to become unwell, lose capacity, or capacity can fluctuate due to a diagnosis of dementia, ill /mental health.

From a good practice perspective, we should involve the person in to the discussion as much as possible, 'nothing about me without me!' Working in a way that makes sense to the person, taking in to consideration the environment, time of day and who the person is most comfortable to have these conversations with.
It is important to make sure that when you are supporting a person to complete this plan that it will vary person to person on how long it takes to complete, so it's important that this is recognised and shared with everyone involved in this process as it is very important to get our approach right.
By having this vital information and wishes are not being missed and chances to change your mind can happen too.

Why should a My Plan for after I die Form be completed?

A 'My Plan for after I die Form' is completed so that the person supported feels in control of their future and their wishes and plans are being valued, respected and followed. The plan will help family members and staff teams understand the person and not to make assumptions of what they think should be decided on behalf of their loved one or person supported and follow the person's wishes after they have died.

This plan should be regularly reviewed to make sure it is updated and is as current as it can be, always remembering to be sensitive when approaching this topic, we need to encourage conversations with the person's family to relay this information. When making contact with families think of the family's preferred way of communication as this will support with positive engagement. If there is no member of the family involved, we need to endeavour to do our best to ensure the person's wishes are followed. Sharing information with the core staff team will ensure that information doesn't get missed.

Remember that people may make choices that seem unwise, this doesn't mean that they are unable to make decisions or their decisions are wrong

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Staff's Responsibilities in relation to the 'My Plan for after I die' Form:

- To ensure staff teams feel skilled and have an understanding of how they should use this
- To ensure staff teams understand why they should use this
- To have awareness of when to use it and how
- To share the information that was recorded with other staff at the service
- To complete this form with updated information if new information becomes available through general conversations or formal sessions
- To be using the most up-to-date form
- Involve the person supported to be involved in the completion of this form if this is possible – explained in a way that makes sense to the person

Front Line Managers responsibilities in relation to the My Plan for after I die Form:

To ensure that staff are doing the above plus:

- To ensure staff teams feel skilled and have an understanding of how they use this
- To ensure that staff teams understand why to use this form
- Set a review date and ensure this document is reviewed and is up-to-date
- To ensure the most up to date version is being used
- To review quality of recording – is it detailed?
- To ensure that your staff teams are supported and have the opportunity to debrief and signpost the staff members to life works.

Dying to Talk Project team's Responsibilities:

- To ensure the Dying to Talk teams are available in person were needed
- To review the document, alongside operational colleagues to gain feedback to ensure its still relevant, fit for purpose and useful for teams
- To provide support if staff require further information
- To make the form accessible for the services either by signposting the document on the intranet or by providing printed copies.
- To provide a letter to circulate to families when staff know/have conversations about death and dying.

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Top Tips:

- This does not have to be completed in one sitting, it will take time and make sure you revisit to ensure as much of the form is completed as possible
- This does not have to be completed by one person, it should be a collective effort
- Involve the person where possible in a way that makes sense to them
- Involve families where possible
- Involve other professionals
- If you need any help, please reach out to the health.team@macintyrecharity.org