



Carers Contingency Plan

What is the purpose of a contingency plan?

The main purpose of a contingency plan is to put a plan of action in place that will describe what will happen and the support that will need to be put in place in the event of a crisis. It is advisable to draw up a contingency plan in advance as crises can happen unexpectedly and knowing that there's a plan in place can provide peace of mind for carers.

To create a contingency plan, you will need to consider some of the following:

- Who you and the person you look after would like to be contacted in an emergency – this might include friends, family and any professionals – consider the Carmarthenshire Carers Emergency Card, In Case of Emergency (ICE) etc.
- Details of any medication the person you look after is taking – consider using a Message in the Bottle, signing up to a repeat prescription delivery service
- Details of any ongoing treatment you or the person you care for needs and contact details for the services and professionals involved.

We encourage you to involve others in helping you with this plan, including family, friends and any professionals such as your social worker. We advise carers to strengthen their personal networks and to consider who in an emergency will do the shopping, picking up any medication, cooking and provide the care and support that you may carry out on a regular basis.

Contingency Planning – Managing situations that may cause concern:

An emergency or crisis situation that causes me concern	Actions to be taken	Who will do this?	Contact details (inc. organisation)

Think about the care that you provide and try to break this down into specific tasks. It might be that different family members, professional care staff, friends or neighbours can help. It can be surprising to know that open and honest conversations can potentially lead to generous offers of help in crisis situations. If the person you care for already has a care plan this will often cover the most critical tasks such as washing, dressing, help with medications, etc but if there is no care plan in place it might be useful for you and the person you care for to agree who you might want to provide support with care and what you would like them to do. Below are some suggestions.

Task	How often?	When	By who	Contact details	Access to home & relevant information
Making breakfast	Daily	Between 7.30 – 8.30 am	Care Company	0000	Has code for key safe
Washing & dressing & emptying commode	Daily	Between 7.30 – 8.30 am	Care Company	0000	Has code for key safe
Shopping	1 x weekly	Weekends	J – Grandson	0000	Has a front door key
Collect medication	1 x monthly	Due 1 st week of the month – prescription to be taken to GP surgery 48 hours before	J – Grandson	0000	Has a front door key
Shower or bath	2 x weekly	Mondays & Fridays	Care Company	0000	Has code for key safe
Making lunch	Daily	Between 12.30 – 1.00pm	Prepared in advance by the care provider	0000	Has code for key safe
Evening meal	Daily	Between 5.30 – 6.30pm	S – Granddaughter	0000	Lives with grandmother
Supper & help to bed	Daily	Approx 10.00 pm	S – Granddaughter	0000	Lives with grandmother
Emotional support /company	Daily	Mid-morning	Mrs X – neighbour or Mrs P – neighbour	0000	Has code for key safe
Household chores	When required	Daily (dishes, etc.) and weekends (hoovering, etc.)	T – son-in-law, J and S	0000	Lives with grandmother
Doctor & hospital appointments	When required	As required – usually 3 – 4 per month	T – son-in-law	0000	Lives with mother-in-law
Singing for the brain – lift needed to Ty Golau	1 x weekly	Wednesdays 2.00 – 3.30pm	N - niece	0000	Has code for key safe

Other points to consider:

- It is important that the person named has agreed to provide the support needed and that they have access to the property.
- It might be useful to consider a carers emergency card and or a care line system – this can be set up by Carmarthenshire County Council through Delta Wellbeing – Tel: **0300 3332222**.
- You might want to prepare a single hospital bag for the person you look after. This could include their emergency contact, a list of the types of medication they take (including dose and frequency), any details of planned care appointments and things you would need for an overnight stay (snacks, pyjamas, toothbrush, medication etc).
- Advanced care plan – this is a plan stating the wishes about care and should be taken into account if you or the person you care for becomes unwell
- Lasting Power of Attorney - A lasting power of attorney (LPA) is a legal document that lets you (the 'donor') appoint one or more people (known as 'attorneys') to help you make decisions or to make decisions on your behalf. This gives you more control over what happens to you if you have an accident or an illness and cannot make your own decisions (you 'lack mental capacity').

My next of kin is: _____ Relationship: _____

Address: _____ Mobile Tel: _____

Contact details of others who have agreed to help in order of preferred contact:

Name	Relationship	Contact Tel inc. Mobile	Email address

Name of carer: _____

Name & Contact no of Carers GP: _____

Name of person they care for: _____

Name & Contact no of GP: _____

Relationship: _____

Date: _____