


| MandOS Goal Setting Goal Setting North Aberdeenshire Stroke Unit | | Process Ref : 1 Revision : Revised : 25/08/2008 Owner : NHS Grampian - Stroke MCN Approver : Consultant OT Stroke | | |  | |
|--|---|--|----------------------------|----------------------------|---|---|
| | | M.D.T. | Chairman | Patient | ▽ Responsible <input type="checkbox"/> a Assists <input type="checkbox"/> c Consulted <input type="checkbox"/> i Informed | |
| Seq | Task Title | | | | | Task Description |
| 1.1 | Patient Admitted to Stroke Rehabilitation Unit | ▽ | | | | Team identify 'Chairman' (or deputy) who will introduce/explain goal setting and chair/plan goal meetings. |
| 1.2 | Introduction/explanation of goal setting process | | ▽ | <input type="checkbox"/> i | | 'Chairman (or deputy) explains goal setting process and ensures patient has goal setting documentation in folder at end of bed (includes introduction information and goal documentation sheets). |
| 1.3 | Assessment | ▽ | | <input type="checkbox"/> c | | Patient is assessed by team during first week of admission. Abilities and problems identified. |
| 1.4 | First Goal Setting Meeting | <input type="checkbox"/> a | ▽ | <input type="checkbox"/> c | | First goal meeting is held with patient + carer/family. Goal folder is taken to meeting by Chairman. Team/patient clarify strengths, problems, needs and wants. Key Issue list is documented by Chairman (or deputy). Goals explored and negotiated by team with patient. |
| 1.5 | Patient identified priorities for rehabilitation with team i.e. long term goals | <input type="checkbox"/> a | ▽ | <input type="checkbox"/> c | | In first team meeting, Team discuss realistic plan and possible long term goals. Chairman facilitates process through MDT discussion +/- supported communication. |
| 1.6 | Goal is Documented | <input type="checkbox"/> a | ▽ | <input type="checkbox"/> c | | Long Term goal is negotiated and agreed with patient. Goals should reflect WHO is doing WHAT under what CONDITIONS. To what DEGREE of success within what period of TIME. Goal is documented on goal sheet in goal folder. |
| 1.7 | Short Term Goals | <input type="checkbox"/> a | ▽ | <input type="checkbox"/> c | | One to three (approx.) short term goals are agreed with the patient/family and team to achieve long term goal. |
| 1.8 | Actions to support goal agreed | ▽ | <input type="checkbox"/> a | <input type="checkbox"/> i | | Actions by team/family/carers to support goal achievement are agreed and documented |
| 1.9 | Date for Review Agreed | <input type="checkbox"/> a | ▽ | <input type="checkbox"/> c | | Fortnightly goal meeting day is agreed by team with patient + carer/family + date set + documented. |
| 1.10 | Goal review meeting (once per fortnight or as appropriate) | <input type="checkbox"/> a | ▽ | <input type="checkbox"/> c | | Patient + team discuss views on goal achievement + document if achieved, partially achieved or not achieved. |
| 1.11 | New Goals Set | <input type="checkbox"/> a | ▽ | <input type="checkbox"/> c | | Patient + team discuss and agree new short term goals to further support achievement of long term goals. New long term goal set if appropriate. |
| 1.12 | Final Goal Meeting | <input type="checkbox"/> a | ▽ | <input type="checkbox"/> c | | Prior to discharge; team meet patient and family/carers to agree final outcomes. |
| 1.13 | Goals Reported in Discharge Report | ▽ | | <input type="checkbox"/> c | | MDT report includes summary of goals + achievement. |
| 1.14 | Documentation Filed | | ▽ | | | Goal sheets are filed in medical notes. |