

Name:

Practice Name and Address:

Date audit was undertaken:

	Please tick ✓			Comments
	Yes	No	N/A	
1. Identify				
Is there a dedicated dementia champion within the practice?				
2. Staff				
Has at least one dentist, one nurse and a receptionist become a dementia friend under the Alzheimer's Society scheme? https://www.dementiafriends.org.uk/about-dementia-friends				
Have staff watched "the Appointment" dementia awareness film and used the accompanying resources in order to help raise awareness and move towards becoming more dementia friendly as a practice? https://thamesvalley.hee.nhs.uk/home/dental-directorate-thames-valley-and-wessex/the-appointment/				
Have case histories regarding dementia patients been discussed in team meetings?				
Has the practice taken part in any dementia awareness campaigns?				
Have you or members of your team attended a dedicated face to face training session on treating patients with dementia?				
Have you read journal articles or books specifically on care for patients with dementia?				
Have you researched online specifically on care for patients with dementia?				

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	Yes	No	N/A	Comments
1. Partnership working with family and carers				
Do you have a system to contact carers and relatives in order to involve them in the care provided?				
Do you follow information governance guidelines regarding confidentiality when communicating with carers and relatives?				
Do you refer to the patient's "This is me" booklet, particularly regarding consent to discuss care?				
Have you signposted a patient or their relatives to other dementia services for support?				
Do staff train carers and relatives how to maintain oral care if the person is no longer able to do this themselves?				
2. Assessment and early identification of dementia				
Does the practice have a policy about what to do if they suspect someone might have dementia or is confused/ showing signs of memory loss?				
Have you had cases where you have had to refer to a general medical practitioner because you are concerned?				
Have you spoken to a general medical practitioner to discuss treatment regarding someone with dementia?				
Have you links with the local medical practices to signpost the importance of maintaining oral health in patients with dementia?				
Does your practice have leaflets on recognising the early symptoms and signs of dementia?				
3. Care provision, treatment planning, record keeping and appointments				
Do you have a system to record their diagnosis? E.g. flags to mark the notes.				
Do you follow the guidance regarding obtaining informed consent?				
Do you generate individual treatment plans that include long term prevention?				
Is the patient involved in producing the treatment plan?				
Are the carers and relatives involved in producing the treatment plan?				
Are the treatment plans given to carers and relatives?				
Do you liaise with other care teams if required? E.g. Admiral nurses.				

3. Care provision, treatment planning, record keeping and appointments continued	Yes	No	N/A	
Do you record care provided in the patient held record e.g. health passport, if they have one?				
Do you prescribe higher dose Fluoride if appropriate?				
Do you signpost to specialised toothbrushes?				
Are there longer appointments available for people with dementia?				
Do you have a system for continuity of care so they see the same clinician where possible?				
Do you have mechanisms to reduce the stress of sitting in the waiting room?				
Are reception staff trained to act if they notice someone getting distressed?				
Do you collect relevant contact numbers of family or carer in case you need to contact them urgently?				
Are relatives and carers invited to attend?				
Are patients contacted individually to remind them of their appointment i.e. not via an automated service?				
4. Environments				
Is the signage used clear and easy to read? E.g. yellow and black as this is easier to read?				
Do you minimise other distractions e.g. turning down music?				
Would a member of staff be aware if the patient suddenly left the building without warning?				
Is the flooring suitable for someone who may have visual disturbances? I.e. no glare and not shiny?				
Are the soft furnishings and décor not distracting? Are there pictures of familiar local landmarks?				
Do you have a quiet area if needed for the person with dementia to wait?				
Is there adequate parking?				
Is there wheelchair access?				
Is there room in the surgery for a relative or carer to sit in on the appointment?				
Do you have adapted forms that are easy to read and complete?				
Do you have a system that allows them to take the forms home to obtain help to fill them in, if required?				
Do you have adapted literature that is easy to read?				
Do you have appointment cards that are easy to read?				
Does your waiting room have an easy read clock with the day of the week and date on it?				
Does your practice have leaflets on services for people with dementia?				
Do you give information about other products that may be helpful to maintain oral health?				
Do you have information on other assistive technologies? E.g. alarm pendant, GPS tracker if lost, time orientation?				
Can transport be organised if required?				
Do you provide domiciliary care if required?				



NHSE WT&E Thames Valley and Wessex
Working Towards Dementia Friendly Dental Practice **Audit Action plan**



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	Yes	No	N/A	Details and comments
Are there any changes that have been identified as a result of this audit?				
Have any educational needs been discovered? What steps will be taken to address these?				
Describe your action plan to implement improvements.				
How & when will you introduce changes into the practice as a result of the audit?				