



DO NOT FORGET THE PERSON

Respect, Choice and Dignity –
Do as you would be done by!

EATING AND DRINKING

THINK...

- Does the person
 - need any help with eating?
 - need special cutlery or equipment?
 - have the opportunity to wash their hands before and after eating?

ASK...

- Has the person been given a choice of food and drink?
- Does the person have any difficulty swallowing?

DO...

- Ensure a choice of food and drink to meet any special needs
- Make sure food and drink is in easy reach
- Help with eating and drinking if needed
- Let the person take their time – eating should be a sociable and pleasurable activity



USE OF THE TOILET

THINK...

- Has the person had an assessment of their toileting needs i.e.
 - How frequently they require the toilet
 - What aids they require
- Has the person's privacy and dignity been maintained?

ASK...

- Does the person have a choice regarding their use of the toilet?

DO...

- Offer timely and prompt assistance if required
- Offer the opportunity for hand washing and check fingernails for cleanliness and length

DIGNITY AND RESPECT

THINK...

- Treat the person as an individual
- Be aware of the person's ability to understand and make decisions for themselves. Never make assumptions based on a diagnosis.
- Do your best to make people in your care feel happy, comfortable and included
- What is the impact of your behaviour and your actions on the individual?

ASK...

- The person how they would like to be addressed
- The person about their preferences, wishes and cultural needs, family set up and life story

DO...

- Involve the person, and their next of kin when appropriate, in all discussions and decisions
- Make sure the person has as much choice as possible in their clothing, as in all areas of their life

MOBILITY

THINK...

- Is the person able to leave their bed/ chair and move around without help?
- If they need any equipment, is it available?
- Have any risks been identified and addressed?
- How can you help them maintain or regain their independence?

ASK...

- The person (or their next of kin) about their NORMAL mobility and routine

DO...

- Encourage the person to move around
- Ensure that walking aids are available and accessible
- Check the person's foot hygiene and toenails
- Ensure the person's footwear is clean and well fitting
- Ensure the person has appropriate seating and is positioned correctly

COMMUNICATION

THINK...

- Have you have understood the person and has the person understood you?

ASK...

- Has the person been assessed for hearing, sight and language difficulties?
- If any aids they are using are working correctly

DO...

- Use plain language and simple explanations
- Maintain eye contact with the person



For more information and suggested reading materials visit: www.bgs.org.uk/campaigns/dignity2010.html