

Important information for participants and families

What are Health and Wellbeing Plans?

There are many types of **Health and Wellbeing Plans**. They are usually written by a person's doctor, or other kind of health professional like a speech pathologist, occupational therapist or a behaviour support practitioner.

Each type of plan sets out how you need to be supported safely.

Intelife must follow what your Health and Wellbeing Plans says.

What types of Health and Wellbeing Plans might you have?

The type of Health and Wellbeing Plans you have will depend on your own individual needs. You may have one or more of the following plans:

- Medication Assistance Plan
- Personal Care Plan
- Behaviour Support Plan
- Epilepsy, Diabetes, Asthma or Anaphylaxis Plan
- Mealtime Plan
- Communication Plan
- Transport Plan / Mobility Plan

Not everyone needs a health and wellbeing plan. You will only have plans that are important to your health, safety and support needs.

Why do your Health and Wellbeing Plans need to be reviewed?

Your Health and Wellbeing Plans must be **current** and have **accurate** information. This means your plans reflect your current health and support needs and give staff clear up-to-date guidance.

Out of date plans may no longer reflect the correct way to support you safely.

How often are your Health and Wellbeing Plans reviewed?

Each Health and Wellbeing Plan usually has a review date. This is specified by the health care professional who developed the plan. Most plans have a 12-month review date.

Some plans may need more frequent review, depending on any changes to your health and wellbeing needs.

Service Standards

1. All Health and Wellbeing Plans must be **current and within their review timeframe**
2. Plans that are due or overdue must be followed up for review or written confirmation
3. When a plan is overdue, staff will continue to follow the **most recent approved plan** until updated advice is received.

Keeping your Health and Wellbeing Plans up to date supports safe, consistent and high-quality service delivery. Safe support may be impacted if Health and Wellbeing Plans are not reviewed or confirmed as current.

If you have any questions about your Health and Wellbeing Plans, please talk to your Intelife Contact (Team Leader or Service Coordinator)