

Freedom of Information Request	FOI 22-521	15 th November 2022
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Can I be provided with a copy of the health board procedure for carrying out nursing assessments detailing:

- **Timescales**
- **Parties involved (health and non health)**
- **Communication arrangements**
- **Criteria for classifications e.g. residential, nursing, EMI.**

Please find attached a copy of:

4 key questions
Complex Booklet 2
Capacity assessment

The 4 key questions document is used to encourage patients to take ownership of their discharge arrangements and proactively think about going home. Discussions are held with a patient around their wishes for discharge however where a patient is deemed to not have capacity to make their own safe decisions in respect of this. The lead decision maker will hold responsibility for the assessment e.g if a patient is being discharged with Local Authority (LA) support such as a package of care the LA would be responsible for determining a patient's capacity for discharge, however if a patient is remaining the Health Boards (HB) responsibility e.g. requiring a Continuing Health Care package or funding then HB would hold responsibility.

The complex booklet 2 is completed by Nursing staff looking after the patient, which informs the assessor around the extent of a patient's needs so that the care they require can be tailored to meet those needs.

If a patient lacks capacity, then a best interest discussion is held and documented by all parties including health and social care. If there are differing views or in-depth concerns, a best interest meeting will be held.