

Using the palliAGED Palliative Care Case Conference forms

A case conference or family meeting between the person, their family and care providers can help to explain what is happening and to plan care. The palliAGED forms can help.

1

Use the palliAGED [Case Conference Checklist for residential care](#) or [Case Conference Checklist for home care](#) to organise a palliative care case conference. Tick off items as they are completed.

2

Speak with the person and their family about the need for a case conference. Provide [Information on palliative care and case conferences](#).

3

Involving the person's GP is important. Use the [GP invitation](#) to invite them to attend, and/or to suggest a suitable time.

4

Closer to the date of the Case Conference send a letter [confirming details to the person and their family](#), and send [confirmation to the GP](#).

5

To guide the meeting and to make sure that all steps following the conference are completed use the palliAGED [Case Conference Summary for residential care](#) or [Case Conference Summary for home care](#) sheet.