
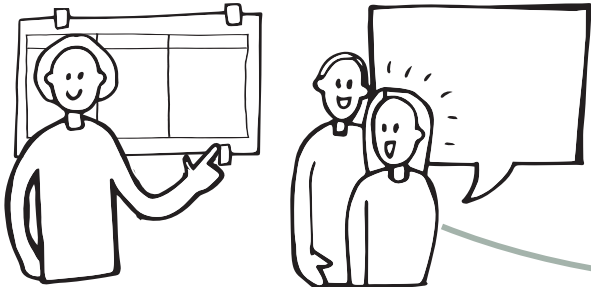


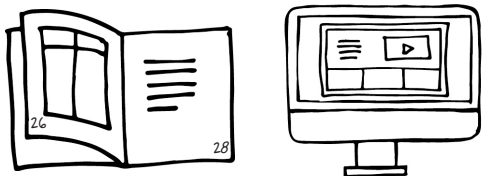



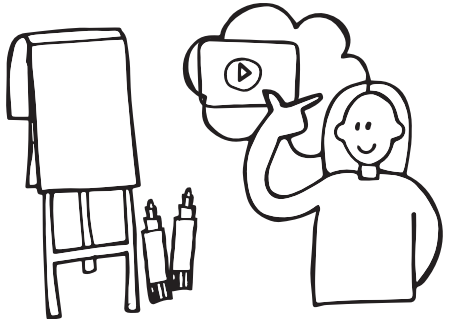

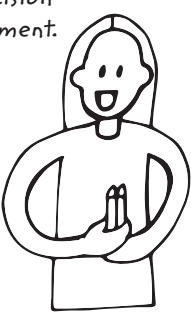
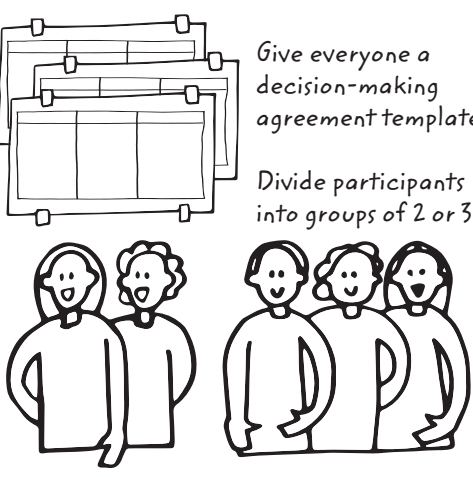
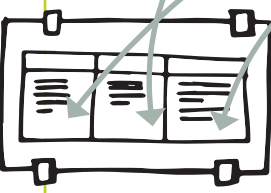
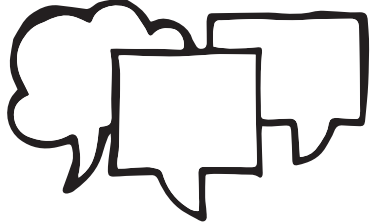
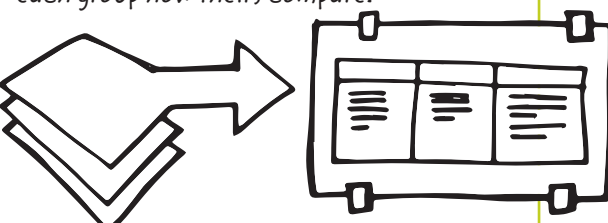
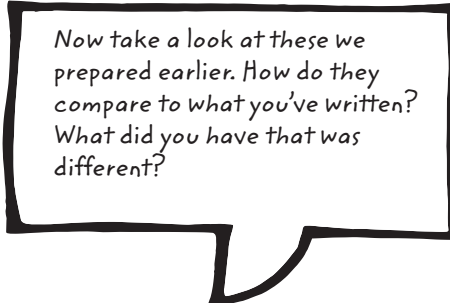

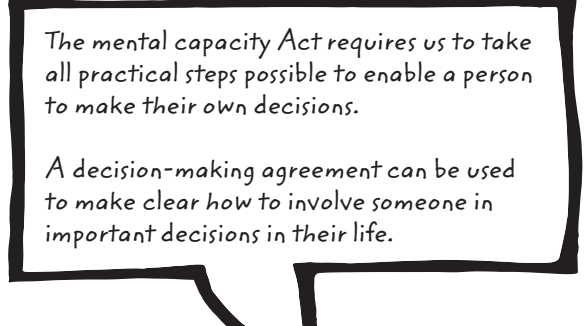


## TEAM 15 • DECISION-MAKING AGREEMENT

### AGENDA ITEM

TIME	WHAT	WHO	OUTCOME	PLEASE COME PREPARED
 15 minutes	 How well do you know your person-centred thinking tools? Practicing the decision-making agreement.	 Your name	 We are all clear about how we can use the decision-making agreement.	 Read pages 26 – 28 in the 'Key points or top tips book' or re-look at the decision-making module on your e-learning.

### TEAM 15 SESSION PLAN - PRACTICING

HOW LONG	ACTIVITY	HOW TO DO IT	WHAT TO SAY
2 Minutes	Practicing the decision-making agreement. 	Introduce by showing film clip or using the script. Have flip chart paper and pens. 	 <p>The decision-making agreement is a clear record of the important decisions that a person is making and how they want to be supported with them. This tool also makes it clear who makes the final decision.</p> <p>The decision-making agreement is underpinned by the Mental capacity Act 2005. Under this Act we have a duty to assume that a person has the capacity to make their own decisions. We also must not treat people as incapable of making decisions unless all practical steps have been tried to help them. The decision-making agreement clearly sets out what steps should be carried out in order to support the person with making decisions.</p> <p>The agreement has 3 columns. The first describes what the decision is, the second how the person must be involved and the third column is who will make the final decision.</p>
8 Minutes	Develop a decision-making agreement. 	Give everyone a decision-making agreement template. Divide participants into groups of 2 or 3. 	 <p>We are going to practice developing a decision-making agreement now about a work based situation. Imagine you are recruiting for a new member of the team. Several people will be involved in this process:</p> <ul style="list-style-type: none"> <li>a) A manager</li> <li>b) A member of the team</li> <li>c) Someone who uses the service</li> </ul> <p>I'm going to allocate a role to each pair or small group. The recruitment process will consist of shortlisting, interviewing and a practical activity relevant to the position. The important decisions are 1) who to shortlist and 2) who to offer the job to. I want you to fill in the decision-making agreement for the role in the process you have been given for each of the decisions that need to be made.</p>
3 Minutes	Take feedback from the group. 	Handout completed decision-making agreements for each role. And ask each group how theirs compare. 	 <p>Now take a look at these we prepared earlier. How do they compare to what you've written? What did you have that was different?</p>
2 Minutes	Summary of key points. 		 <p>The mental capacity Act requires us to take all practical steps possible to enable a person to make their own decisions.</p> <p>A decision-making agreement can be used to make clear how to involve someone in important decisions in their life.</p>