

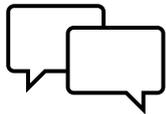
# HOLISTIC NEEDS ASSESSMENT

easy  
read

This leaflet is about a holistic needs assessment.



Difficult words are written in **bold**. There is a list of what the words mean at the end.

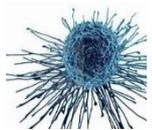


If you are worried please speak to your **Clinical Nurse Specialist** who will be happy to help.

## What is a holistic needs assessment?



**Holistic** is a word used to set out the needs you might come across.



Cancer can affect many areas of your life and your needs may change.



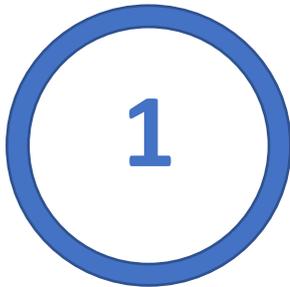
As part of your ongoing care we offer you an **assessment** for you to ask any questions you may have, and we will try our best to answer.

**This is what we call a Holistic Needs Assessment (HNA).**



The holistic needs assessment gives you a chance to think about your problems and discuss possible answers.

It has three parts:



A simple set of questions to identify any concerns you may have. Called a concerns checklist.



A talk with your **health professional** or Cancer Support Worker involved in your care to talk about your **physical, psychological, spiritual** and social needs.



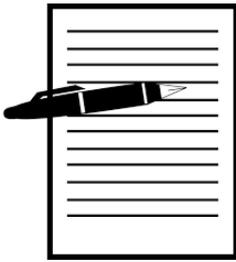
**Development** of a written care plan.



The focus is on you as a whole



not just your illness.



The questions may be answered on paper or **electronically**.



It will take around ten minutes to complete. You can choose to be sent the check list of questions in advance or you can fill one out at the time of the appointment.

The holistic needs assessment can also be done online using a smartphone, laptop or tablet.



## Why do I need a holistic needs assessment?

It gives you **opportunity** for you to talk about any worries or concerns you may have.



It will help you to see what your needs are and, also get you help from the right services.

## Do I need to have a Holistic Needs assessment?



The team caring for you will offer an assessment to every patient with cancer. You may find an assessment helpful to show you what support is available.

If you do not wish to have an assessment, you do not have to have one you can still access support and information.



You can discuss your needs at any time with the health care professionals involved in your care.

## When will the assessment take place?



You may be offered an assessment at the time of your **diagnosis**, during treatment or at the end of treatment. Because your needs may change, you can ask for an assessment at any time you feel it would help.



You can ask your **Clinical Nurse Specialist** if you have any issues you may wish to discuss.

## Who will do the assessment?



The holistic needs assessment will be done by your **key worker**, and this is normally the person who is caring for you.



They will find somewhere private to talk with you, if your needs change or you have issues you can contact them.

## What will be done with the information?



The information will be held with your medical notes, and they may need to share some of this information with other health professionals.



You will always be **notified** of any need to share information regarding this assessment. You will be given a summary of what has been discussed for you to keep and go back to.

## What can I talk about during the assessment?



Physical symptoms (for example weight loss, appetite or eating and tiredness).



Emotional concerns (for example worries about the future and relationships).



Practical issues (for example sorting out housework and where to get equipment that can help).



Job, money or housing worries (for example balancing work and treatment, and benefits or financial advice).

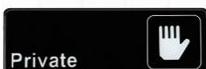


Spiritual concerns (for example your faith or beliefs, and any impact this may be having).

## What about my family and friends?



If you would like your close family or a friend to come with you this is ok, they will also get any information and support that they may need also.



Private

**R E S P E C T**

If you like you can also have this in private which is something we respect.

# What a concerns checklist looks like

This is an example of the paper version of the concerns checklist

### Concerns Checklist – identifying your concerns

Patient's name or label

**Key worker:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Contact number:** \_\_\_\_\_

This self assessment is optional, however it will help us understand the concerns and feelings you have. It will also help us identify any information and support you may need.

If any of the problems listed have caused you concern recently and you wish to discuss them with a key worker, please score the concern from 1 to 10, with 10 being the highest. Leave the box blank if it doesn't apply to you or you don't want to discuss it now.

**Physical concerns**

- Breathing difficulties
- Passing urine
- Constipation
- Diarrhoea
- Eating, appetite or taste
- Indigestion
- Swallowing
- Cough
- Sore or dry mouth or ulcers
- Nausea or vomiting
- Tired, exhausted or fatigued
- Swelling
- High temperature or fever
- Moving around (walking)
- Tingling in hands or feet
- Pain or discomfort
- Hot flushes or sweating
- Dry, itchy or sore skin
- Changes in weight
- Wound care
- Memory or concentration
- Sight or hearing
- Speech or voice problems
- My appearance
- Sleep problems

Sex, intimacy or fertility

Other medical conditions

**Practical concerns**

- Taking care of others
- Work or education
- Money or finance
- Travel
- Housing
- Transport or parking
- Talking or being understood
- Laundry or housework
- Grocery shopping
- Washing and dressing
- Preparing meals or drinks
- Pets
- Difficulty making plans
- Smoking cessation
- Problems with alcohol or drugs
- My medication

**Emotional concerns**

- Uncertainty
- Loss of interest in activities
- Unable to express feelings
- Thinking about the future
- Regret about the past
- Anger or frustration

- Loneliness or isolation
- Sadness or depression
- Hopelessness
- Guilt
- Worry, fear or anxiety
- Independence

**Family or relationship concerns**

- Partner
- Children
- Other relatives or friends
- Person who looks after me
- Person who I look after

**Spiritual concerns**

- Faith or spirituality
- Meaning or purpose of life
- Feeling at odds with my culture, beliefs or values

**Information or support**

- Exercise and activity
- Diet and nutrition
- Complementary therapies
- Planning for my future priorities
- Making a will or legal advice
- Health and wellbeing
- Patient or carer's support group
- Managing my symptoms

I have questions about my diagnosis, treatments or effects

**Key worker to complete**

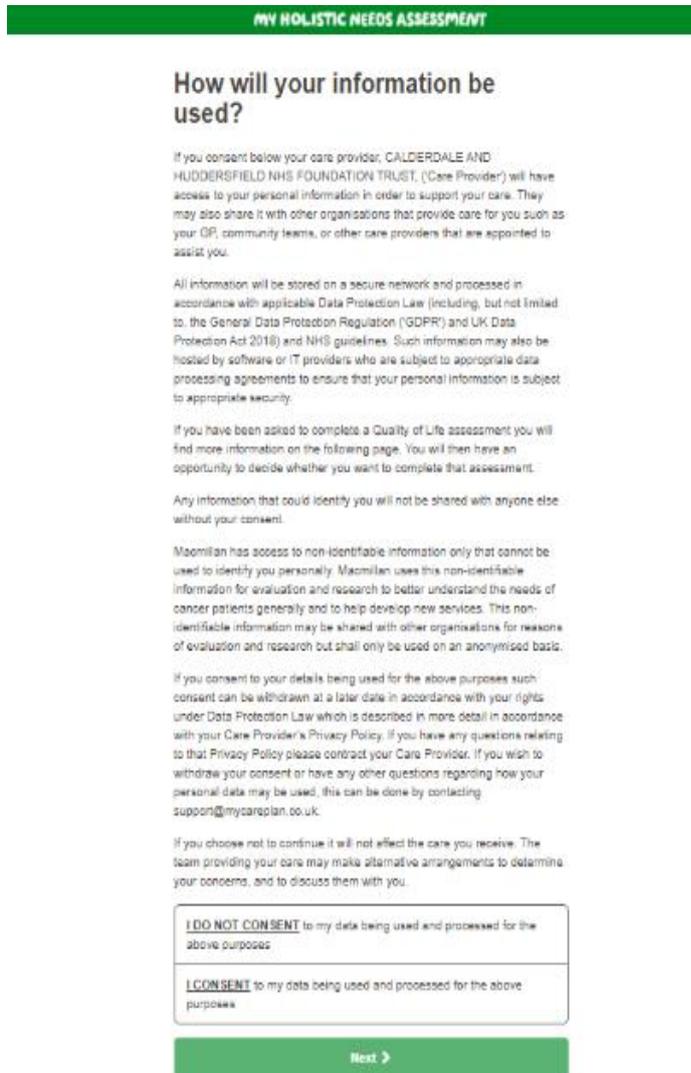
Copy given to patient

Copy to be sent to GP

**WE ARE  
 MACMILLAN.  
 CANCER SUPPORT**

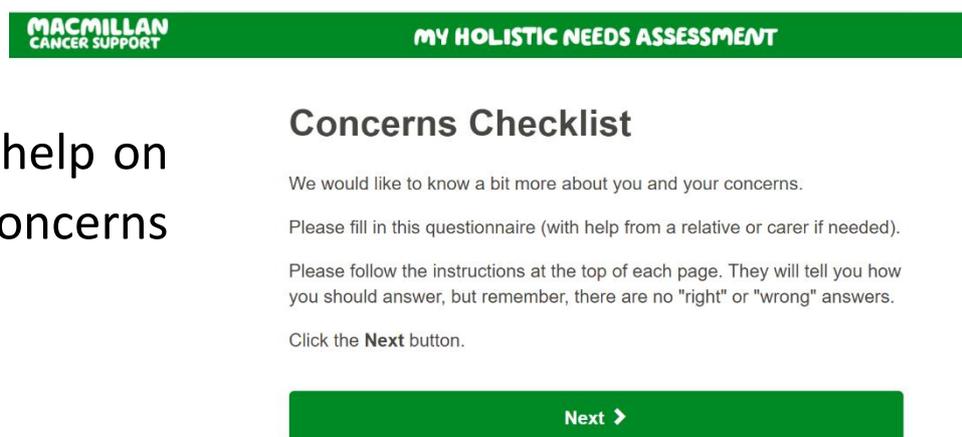
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This is an example of what some of the screens looks like if you do this online



This page is at the start of the concerns checklist it tells you how your information will be used.

This page gives you help on how to fill out the concerns checklist



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This page asks if you are worried about anything about your body

### Physical concerns (1/4)

If any of the issues below have caused you concern recently, please select.

Breathing difficulties
Passing urine
Constipation
Diarrhoea
Eating, appetite or taste
Indigestion
Swallowing

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This page asks you if anything has worried you lately

### Practical concerns (1/2)

If any of the issues below have caused you concern recently, please select.

Taking care of others
Work or education
Money or finance
Travel
Housing
Transport or parking
Talking or being understood
Laundry or housework

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This page asks you how you have been feeling about things

### Emotional concerns (1/2)

If any of the issues below have caused you concern recently, please select.

Uncertainty
Loss of interest in activities
Unable to express feelings
Thinking about the future
Regret about the past
Anger or frustration

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This page asks you if you have been worried about your family and friends

### Family concerns

If any of the issues below have caused you concern recently, please select.

Partner
Children
Other relatives or friends
Person who looks after me
Person who I look after

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This page asks if you are worried about anything spiritual or religious

### Spiritual or religious concerns

If any of the issues below have caused you concern recently, please select.

Faith or spirituality
Meaning or purpose of life
Feeling at odds with my culture, beliefs or values

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This section asks what is important to you

### Part Two – What matters to you

This plan isn't just about your concerns or worries; it's about what matters to you.

In this section there are a number of questions that can help us find out about the things that matter to you the most. We will ask you about the important people in your life, what makes a good day for you, what helps if you are having a bad day, and what your important routines and possessions are.

This information will help us provide the best support for you. Please answer as many questions as you can.

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## What words mean

**Holistic** - treating the whole of something not just a part of it

**Assessment** - check on what you need

**Health professional** - highly skilled workers

**Physical** - something belonging to the body

**Psychological** - something to do with the mind

**Spiritual** - something to do with the human spirit or soul

**Development** - steps taken to make something grow in size

**Electronically** - with the help of electronic devices or equipment

**Opportunity** - something happens that makes it possible to do something

**Diagnosis** - to say what is wrong after tests

**Clinical Nurse Specialist** - Clinical and health care nurse who is highly trained in one area

**Key worker** - an important member of staff who is going to work with you

**Notified** - to let you know in a formal way