



## Case Conference Resource Pack Contents

Case conferences help to communicate and plan care for people. Ensuring that key steps and considerations are not missed, and processes are well documented is part of good practice.

If you need to coordinate care for people at the end of life, this palliAGED resource pack for case conferences is for you.

## Organising a palliative care case conference

### Practical checklists and forms to guide and document case conferences

Effective and consistent communication is central to addressing patient and family needs and concerns, during the palliative and end of life (EoL) phases of a life-limiting illness.

A case conference is a useful way to encourage meaningful discussion between the person (if possible), involved member(s) of the family, substitute decision-maker(s), and members of the care team. It places the person and their family at the centre of care planning to ensure that end of life care is consumer-centred, goal-directed, and compassionate.

This pack of palliAGED forms and checklists can be used to guide and document the case conference process, from inviting GP participation through to summarising any decisions.

Select forms as appropriate for your care context and needs:

- Using the palliAGED conference forms
- Case Conference Checklist - home care
- Case Conference Checklist - residential care
- Invitation to attend a case conference - GPs
- Confirmation of a case conference - GPs
- Information about case conferences and palliative care
- Invitation to attend a case conference - person and family
- Confirmation for you and your family
- Staff Communication Form
- Case Conference Summary - home care.

### To obtain further copies of this pack:

Download or order printed copies at [caresearch.com.au/resourcepacks](https://caresearch.com.au/resourcepacks)

### [palliaged.com.au](https://palliaged.com.au)

palliAGED is funded by the Australian Government Department of Health and Aged Care and managed by CareSearch, Flinders University

Oct 22

