

CHECKLIST FOR OBSERVING PERSON CENTRED ACTIVE SUPPORT PRACTICE

Communication	Adapted to the person	Did the support worker adapt their communication to the individual? Did the person understand what they were invited to do? Did they understand what was expected of them?
	Cues rather than words	Did the support worker use visual cues such as objects or pictures to help the person understand? Did they use signs or gestures to show the person what was expected?
	Attentiveness	Did the support worker pay attention to what the person was communicating? Did they take notice of body language or gestures?
	Positive language	Did the support worker avoid saying no? Did they try to reframe answers to be positive?
	Reducing distractions	Did the support worker talk too much during the activity and distract the service user or hinder their concentration?
Environment	Enabling	Was the environment right for the person and the activity? Was it too noisy? Was it too busy or demanding?
	Adapted to suit the person	Was the setting of the activity suited to the needs of the person? Could they reach objects, materials etc. easily? Was there adaptive equipment that could have been used?
Preparation and Presentation	Setting the scene	Did the support worker take time to present the activity carefully? Did the scene convey what the activity would be? Did they show the person what might be expected?
	Meaningful and Real	Was this activity something that had to be done in the house or community? Or did it reflect the persons interests and was meaningful to them?
	Organised	Had the support worker prepared for the activity? Did they get all the necessary objects, materials etc. they would need together? Did they prepare the space so it was clear what the activity would be?
	Respectful	Was the support worker respectful in all their interactions? Were they too bossy or did they nag the person too much?
Small Steps	Just enough support	Did the support worker provide enough of the right type of support? Did they break the task into small enough steps? Did they expect the person to do too much of a task at once?
	Ensuring success	Did the support worker give the person enough time to respond to requests or invitations? Did they enable the person to take a break? Did they jump in too soon to complete the task or tidy up?
	Giving control	Did the supporter worker allow the person to control what they were doing? Did they take notice of the person's preferences?

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Support Worker being observed Observer.....

Service User..... Location and Activity

	What worked well	Hints for next time
<p><u>Communication</u></p> <ul style="list-style-type: none"> • Adapted to the person • Cues rather than words • Attentiveness • Positive language • Reducing distractions 		
<p><u>Environment</u></p> <ul style="list-style-type: none"> • Enabling • Adapted to suit the person 		
<p><u>Preparation and Presentation</u></p> <ul style="list-style-type: none"> • Setting the scene • Meaningful and Real • Organised • Respectful 		
<p><u>Small Steps</u></p> <ul style="list-style-type: none"> • Just enough support • Ensuring success • Giving control 		