NHS Greater Glasgow and Clyde

Changes to ACP Summary – July 2022

The ACP Summary on Clinical Portal has been updated. This includes the removal of recording explicit consent to share information via the ACP Summary as the Intra NHS Scotland Sharing Accord now allows us to share this information in order to deliver best patient care. Staff should still inform all patients and those involved in ACP discussions that this information will be shared with other services.

The recording of Rockwood Frailty Score can now be found at the top of the form. All staff are asked to consider a frailty assessment, however if inappropriate this can be indicate on the form.

Other changes have been made to allow easier data monitoring to identify improvements across services. Staff are now asked to input the reason for an ACP to be created or updated. We have also created a question to allow staff to record when they have engaged in an ACP conversation but the individual or legal representative does not wish to have one created. In these cases staff are asked to provide details as to why the person/legal representative does not wish an ACP and also indicate if/when the conversation could be revisited. The ACP Programme will monitor this data and support any areas requiring assistance to increase uptake.

For patients who already have an ACP Summary within their file, staff are asked to close this form and begin a new ACP Summary when next updating information. Staff are asked to indicate that there is an older version on file within the "Special Notes" section of the new document. All previous information does not need to necessarily be copy & pasted into the new form, staff should use their own discretion to transfer relevant information.

The PDF version of the ACP Summary has also been updated to reflect the new layout and data that is captured on Clinical Portal. The PDF version does not contain the question relating to staff engaging in an ACP conversation but the individual declining. In these instances, staff can still use local monitoring systems such as EMIS or locality spreadsheets to record this.

All guidance documents including the Standard Operating Procedure and Clinical Portal Guides, have been updated to reflect these changes. These can be found on the ACP webpages. Any questions can be sent to ACPSupport@ggc.scot.nsh.uk