

Shared decision making: Quick prompt guide

Step 1: Preparation

- Are you clear about the decision the patient/family has to make?
(Example decisions include: care post discharge, rehabilitation options, changes to diet, changes to treatment or care plan)
- Is the patient able to make a decision? (e.g. capacity, cognition, communication/language difficulties, Power of Attorney etc)
- Are you able to explain the options?
- Can you explain the harms/risks and benefits of all options?

Step 2: Consultation with patient (and/or family)

- Is the patient (and/or family) clear about the options and which harms/risks and benefits matter most to them?

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- Discuss how risk/harms & benefits compare/align with their preferences.
- Consider relevant patient preferences including:
 - *financial*
 - *ongoing care needs*
 - *cultural factors*
 - *diet requirements*
 - *family or other care/support*
 - *care plan & preferences*
 - *timing*
- How confident is the patient (and/or family) to make the choice that is best for them? Do they need more information?

Step 3: Document decision and key considerations for the choice in patient record

More information on Shared Decision Making available at:
<https://www.latrobe.edu.au/chcp/projects/shared-decision-making/community-of-practice>

Pilot SDM Quick Prompt Tool developed by CHCP, April 2020.
Adapted from the SURE Test © O'Connor & Légaré, 2008.

