

# HEALTH ACTION PLAN

This plan is to help me stay well and manage my health conditions at home.

I fill in this action plan with my doctor

DATE: NAME: GP: Health Worker Name:	Date for Review of this Plan: DATE OF BIRTH: GP Phone: Health Worker Phone: AFTER HOURS PHONE:
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## WHEN I AM WELL

Things that help me stay well are:

My usual medications	Dosage	How often



## WHEN I SEE SYMPTOMS THAT MEAN I AM GETTING WORSE

The symptoms I need to watch out for are:

When I notice these symptoms, I need to follow these steps:

Changes to my medicine	Dosage	How often



## WHEN MY SYMPTOMS ARE STILL GETTING WORSE

If my symptoms don't improve after following the above steps:

- I need to arrange to see my GP TODAY
- I need to arrange to see my GP within \_\_\_\_\_ days



The symptoms that mean I need to call an ambulance are:

**DIAL 000 FOR  
AMBULANCE**

# Tips for GPs when filling in the HEALTH ACTION PLAN

Complete the template **with** your patient.

Use language that the patient can understand and is familiar to them.

When describing medications do not use acronyms for dosages, and consider describing medication by what it looks like, if appropriate.

Once you have agreed on the steps within the plan, use **teach-back** to confirm your patient knows how to use the plan.

Visit here for more information on communication and health literacy:

<https://healthliteracy.nswlhd.health.nsw.gov.au/verbal-communication/>

## For the green section - WHEN I AM WELL

**Usual symptoms and abilities** are everyday tasks that the patient can relate to. For example:

- instead of writing “can walk metres”, write “can walk to the corner” or “can walk to the letterbox” without getting out of breath.
- “I cough for about 5 minutes in the morning and then it settles down”

**Things that help me stay well** are things that you should discuss with your patient as part of their long term goals. This is not the place to go into these strategies in detail. For example:

- walking everyday
- cutting down on bread and potatoes
- stretching

## For the yellow section - WHEN I SEE SYMPTOMS THAT MEAN I AM GETTING

**Symptoms I need to watch out for** are specific to the individual. It is very important that you check the patient can recognise these changes and know that is the signal to implement the next step in the action plan. Reiterate the importance of making an appointment if symptoms don't improve.

For example: “waking up short of breath in the night”

**When I notice these symptoms, I need to follow these steps** includes other actions besides medication changes.

For example: “monitor my blood sugar every 6 hours”

## For the orange section - IF I AM STILL GETTING WORSE

Make sure your patient understands what symptoms constitute calling an ambulance and how they are different to those that require them to see you on the same day.