**Care Certificate Communications/ Implementation plan**

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| **Action** | **Who** | **When** | **Status** |
| Daily Noticeboard/electronic messages |  |  |  |
| Posters for staff/ward areas with names for contact |  |  |  |
| HENWL posters, leaflets and pocket guides |  |  |  |
| Intranet folder (internal access)  Internet (External access) |  |  |  |
| Multi –disciplinary meetings; on everyone’s agenda linking with timescales and Comms plan |  |  |  |
| Website story about Care Certificate – from a support worker and Assessor perspective |  |  |  |
| Desktop – info caption on desktop when first logging on |  |  |  |
| Electronic Patient record – reminder when logging on front page |  |  |  |
| Blog – written by HCA on the pilot and published on Trust website |  |  |  |
| Trust News/ or similar in house news letter |  |  |  |