



My Carers Toolkit

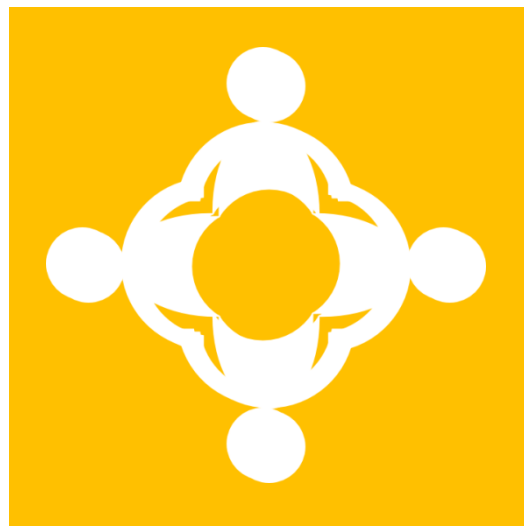
Staying safe



Useful tools



Keeping well



Local support

Introduction

This toolkit is for anyone may find themselves taking on caring responsibilities. The document has a range of resources and support to help both carers and their loved ones to stay well and manage their health and wellbeing.



Staying safe – guidance on how to protect yourself and your loved ones once they are discharged from hospital.



Keeping well – access useful resources on how to manage your health and wellbeing during this time.



Useful tools – Use your My Corona/Covid 19 Plan B to understand what things you may need to plan for in the event of an emergency and a letter of support authorised by the NHS that outlines your caring responsibilities that you can share should you get asked.



Local support – provides information on how you can access support within your local area.

If you are new to caring

Here are some tips and advice for carers, from carers. Have you started caring for a family member or friend? You are not alone – each day, 6,000 people start caring.

It can happen suddenly – a birth, an illness, an accident – or creep up slowly, unnoticed at first.

Please visit the links below to access more information about how to care for a loved one.

<https://www.carersuk.org/news-and-campaigns/features/advice-for-new-carers>



10 Tips for Staying Safe

This guidance is for anyone who cares, unpaid, for a friend or family member who, due to a lifelong condition, illness, disability, serious injury, a mental health condition or an addiction, cannot cope without their support.

Stay at home, don't go to work or school. Order your groceries online. Tell people delivering things to your home to leave them outside and let you know they are there.



Cover your mouth and nose with a tissue or your sleeve (not your hands) when you cough or sneeze.



Provide only care that is essential. Do not visit or provide care if you are unwell and make alternative arrangements for their care. Please see **My Corona Plan B** for more information.



Put used tissues in the bin immediately and wash your hands afterwards.



Wash your hands when you arrive and often, using soap and water for at least 20 seconds or use hand sanitiser.



Look after your own wellbeing and physical health during this time. See further information from <https://www.nhs.uk/oneyou/every-mind-matters/>



Visit 'Local support' to access further advice and support on how to manage your caring role and create a plan should you become unable to care.



Provide information on who they should call if they feel unwell, how to use [NHS 111 online coronavirus service](#) and leave the number for NHS 111 prominently displayed.



As much as possible, stay in a specific room and away from other people in your home. If you use the same bathroom clean it each time after you use it. Wipe all surfaces you have touched using strong household cleaner (disinfectant).



Clean surfaces you often touch such as:

- door handles
- handrails
- remote controls
- table tops

several times a day. Use household cleaner (detergent).





Useful Tools

The following tools include **'My Corona/Covid 19 Plan B'** to understand what things you may to plan ahead for in case of an emergency and a **'Covid 19 letter of support'** authorised by the NHS and the West Yorkshire & Harrogate Health & Care Partnership that outlines your caring responsibilities that you can share should you get asked.



My Coronavirus/Covid-19 “Plan B”

This is your “Plan B”, it is here to help you think about the different ways and people that can help you in an emergency, if you look after someone who couldn’t manage without your support. Please complete the form below with as much information as possible and keep it in a safe place. Please make sure someone else you trust knows where it is, should they need it.

For more information call one of the local contacts below:

Carers Leeds: 0113 380 4300 **Carers Wakefield & District:** 01924 305544
Carers Resource (Bradford, Airedale & Craven): 01274 449660 **Carers Resource (Harrogate):** 01423 500555
Carers Count (Kirklees): 0300 012 0231 **Calderdale Carers:** 01422 369101
Making Space (Bradford, Craven & Calderdale): 07843267954 (if you are caring for someone with a mental illness)

Your Information:

Name:
 Mobile number:
 Main contact number:
 GP practice:
 Support worker (if applicable)

About you

Yes No

Referring to the government advice are you at increased risk of severe illness from COVID-19?
 Do you have anyone who assists with your medication and/or day to day care?
 Do you live with any mental health illnesses which could be affected by loneliness and social isolation?
 Do you actively engage with any carer organisations, community support or mental health support groups?
 Are you able to connect with people (e.g. online or via phone) to reduce risks of social isolation?

People in your life

Yes No

Do you have any children living with you?
 If you became ill, do you have someone you know that can help you?
 Do you have any other relatives living with you? e.g. elderly relatives
 Do you care for, or offer support to, anyone who does not live with you?
 Does your employer offer flexible working or have policies in place to support absence due to COVID-19?

The practical stuff

Yes No

Do you rely on home delivery for food and/or medical prescriptions?
 Do you have someone who would be able to get food/medical prescriptions for you if you unable to?
 Does anyone have a spare key to your home? Do you have a key safe?
 Is there anything else you would need support with if you became ill?

Please list below any emergency contacts or people identified within your support network:

Name:
 Contact number:
 This person would help with:

Availability:

Name:
 Contact number:
 This person would help with:

Availability:

Name:
 Contact number:
 This person would help with:

Availability:

Notes:

Please use this space to think about anything else you would need support with if you became ill.

PLEASE NOTE: Once you no longer wish to keep this form or if it becomes inaccurate and is replaced by a new form, we advise you destroy this form securely



West Yorkshire and Harrogate
Health and Care Partnership

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**West Yorkshire and Harrogate Health and Care
Partnership**

White Rose House
West Parade
Wakefield
WF1 1LT

Tel: 01924 317 659

Email address: westyorkshire.stp@nhs.net

To whom it may concern

Covid-19 and Caring Responsibilities

This is to confirm that..... is a carer for a family member, friend or neighbour who is supporting a person receiving health and care services and support from our organisation.

Somebody relies on their care and support to keep them safe and well. As such, the above named person may need to leave their home on a regular basis to visit them so they can support them in various ways. This includes:

- Administering medication
- Help with their personal care
- To cook and clean
- Shopping for essential supplies
- Support with their bills
- And / or other caring roles.

If you have any concerns, please contact the **West Yorkshire & Harrogate Unpaid Carers Team** on 01924 317 659.

Thank you for your understanding, during these unprecedented times.

Yours sincerely

Ian Holmes

Director of West Yorkshire & Harrogate Health & Care Partnership



Keeping Well

This section provides useful information on how to look after yourself and your loved ones during the lockdown and beyond. For more advice and support please visit the <https://www.wyhpartnership.co.uk/our-priorities/unpaid-carers>

- **Caring for someone with Covid 19**

The coronavirus (Covid-19) outbreak is particularly worrying for unpaid carers. Many people will have been thrown into the caring role, rapidly and be unprepared. Those who are already existing carers (e.g. for those with long-term conditions) may see their role change as new caring tasks are required. This guide is designed to provide you with practical advice and tips that hopefully will help you look after your loved one and manage new symptoms such as of breathlessness, cough, fever and pain during this difficult time.

- **Looking after someone - information and support for carers**

'Looking after someone' is a guide from Carers UK for anyone caring for family or friends. The guide outlines your rights as a carer and gives an overview of the practical and financial support available.

- **How to eat healthily and cheaply**

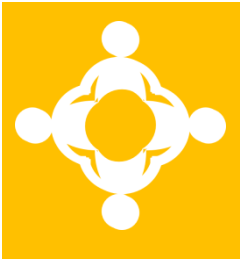
Practical Help during the Coronavirus lockdown including eating healthy and on a budget

- **Working carers and Covid 19**

Helping become more knowledgeable by being in the know from sources you can trust including how to prepare for the 'what if', how to support recovery in getting back to normal during this time and how to protect your loved ones mental and physical health.

- **Your rights as a working carer during corona**

Practical Help during the Coronavirus lockdown, working carers: know your rights during coronavirus.



Local Support

Access support and advice for carers within your local area.

Carers Wakefield & District (Wakefield)

25 King Street, Wakefield, WF2 2SR

Telephone: 01924 305 544

Carers resource (Bradford/North Yorkshire)

Carers' Resource is the local, specialist carers' centre for the Bradford and Airedale, Harrogate, Ripon, and Craven districts of Yorkshire

Bradford

15 Park View Court, St Paul's Road, Shipley BD18 3DZ

Telephone 01274 449660

Harrogate

11 North Park Road, Harrogate HG1 5PD [Google maps]

Telephone 01423 500555

Skipton

Ronaldsway House, 36 Brook Street, Skipton BD23 1PP [Google maps]

Telephone 01756 700888

Ripon

Community House, Sharow View, Allhallowgate, Ripon HG4 1LE

Telephone 01765 690222

Carers Count (Kirklees)

Brian Jackson House, New North Parade, Huddersfield, HD1 5JP

Telephone: 0300 012 0231

Email: info@carerscount.org.uk

Calderdale Carers (Calderdale)

Rimani House, Hall Street, Halifax, HX1 5BD

Telephone: 01422 369 101

Making Space (Calderdale)

Provides mental health support for carers living in Calderdale.

Telephone 07815493439, 07813342856, 07815493442

Carers Leeds (Leeds)

6-8 The Headrow, Leeds, LS1 6PT

Telephone: 0113 380 4300