



Best Interests Assessment Meeting

Terms of Reference

1. Background:

The Best Interests Assessment Meeting is convened to assess and determine decisions in the best interests of [Resident's Name], residing in [Name of Nursing Home], under the Mental Capacity Act 2005.

The purpose of this meeting is to make decisions on behalf of the resident when they lack the capacity to make specific decisions themselves.

2. Frequency:

Meetings should initially take place as soon as possible following a decision that a resident lacks capacity to make a specific decision for themselves.

Following the initial Best Interests Meeting, the outcome should be reviewed at least annually, or when there is any indication that the agreed outcome is not longer in the residents best interests.

3. Purpose:

To conduct a comprehensive assessment of [Resident's Name]'s best interests in relation to specific decisions about their care, treatment, and living arrangements.

To ensure that decisions made align with the principles and statutory criteria outlined in the Mental Capacity Act 2005.

To involve the resident (if possible), their Relevant Persons Representative (if applicable), family members, and relevant professionals in the decision-making process.

To document the rationale behind decisions made in the resident's best interests.

4. Scope:

Identify the specific decisions requiring a best interests determination, such as medical treatment, residence, or social care arrangements.

Consider the resident's wishes and feelings, beliefs and values that would be likely to influence their decision if they had capacity.

Evaluate the resident's past and present wishes and feelings, beliefs, and values relevant to the decision.

Consider the views of others who are engaged in caring for the resident or interested in their welfare.



Assess any relevant circumstances that the decision-maker knows or ought reasonably to know about.

5. Participants:

Resident: [Name of Resident]

Relevant Persons Representative (if applicable): [Name of RPR]

Family Members or Representatives: [Names of Family Members or Representatives]

Nursing Home Staff: [Names and Roles]

Social Worker/Care Coordinator: [Name and Role]

Healthcare Providers: [Names and Roles]

Legal or Advocacy Representative (if applicable): [Name and Role]

Any other relevant professionals involved in the resident's care and support.

6. Objectives:

To determine decisions in the best interests of the resident when they lack the capacity to make decisions themselves.

To ensure the views of the resident have been considered as much as possible in making a best interest decision.

To ensure that decisions made are both in the persons best interests and are the least restrictive option.

To document the decision-making process, including factors considered, discussions held, and outcomes reached.

To establish a clear plan for implementing decisions made in the resident's best interests and for ongoing review.

7. Meeting Logistics:

Date: [Scheduled Date of the Meeting]

Time: [Scheduled Time of the Meeting]

Location: [Meeting Venue]

Chairperson: [Name and Role of the Chairperson]

Agenda: A structured agenda will be circulated prior to the meeting, outlining topics for discussion, time allocations, and objectives.

8. Documentation:

Meeting minutes will be recorded to document discussions, decisions made, and actions agreed upon during the best interests assessment meeting.

A formal care plan will be prepared summarizing the factors considered, decisions made, and reasons behind them.



Copies of the minutes and assessment report will be distributed to the resident (if appropriate), family members, Relevant Persons Representative (if applicable), healthcare providers, and maintained in the resident's care records.