

Family Health Team

Personal Care Assistant

_____ is a patient of the West Carleton Family Health Team clinic in Carp. His/her Physician has identified him/her as a patient who requires assistance to help manage their medical condition. We feel that it is important that the Personal Care Assistant attends each appointment with him/her.

Patients who benefit from this type of assistance are usually challenged with mobility issues, or the inability to record, comprehend, or retain all medical information relayed to them during the visit with the physician. Sometimes this is a temporary arrangement, sometimes permanent. Patients identified as requiring this type of assistance require longer appointments and will be booked accordingly with their doctor for each appointment.

OHIP, together with our Physicians, encourages you to become actively involved in the care of your loved one who would benefit from this type of assistance. We are asking for your assistance in this regard to ensure the information being provided during the visit is being properly recorded and understood both during and subsequent to the visit with the Physician.

The Physician may, from time to time need to have permission from the patient to contact you on their behalf. In order to complete this process, we must gather some personal information to add you as a Personal Care Assistant in our records and to record that you were in attendance at the time of the visit. We are reflecting your extra work to OHIP by using a designated health code, indicating that we are providing counselling to you during the visit in order to care for your loved one.

The following information is required to be completed by you *and* your loved one: Personal Assistant Enrollment form (attached).

You must be prepared to identify yourself to our Receptionist upon arrival and check in for each appointment you attend in the above capacity. You must bring your health card and notify our office of any changes to this arrangement should the need arise or the requirement no longer be needed.

Thank you for agreeing to represent your loved one as his/her Personal Care Assistant. Your assistance is greatly appreciated.

Sincerely,

Physicians at the West Carleton Family Health Centre

