# Care Conference Information for Families

The purpose of the care conference is to provide you with an opportunity to discuss your resident’s health and goals of care with the interdisciplinary team. You are welcome to ask questions during the meeting.

The care conference time frame is 30 minutes. If further discussion is required, a separate appointment with the appropriate team member(s) will be scheduled.

The following team members may attend the care conference and provide a brief summary report of their work with the resident and any changes in health or function they have noted.   
A brief description of each team member’s role is included below:

1. Director of Care, Clinical Nurse Leader, or Social Worker
   1. Leads the meeting, keeps time
   2. Asks family to state any questions or concerns
   3. Takes note of items or issues that will require follow up
2. Activity or Recreation Staff
   1. Reports on resident’s participation and response to activity programs
   2. Discusses opportunities to enhance quality of life, well-being and socialization
3. Health Care Assistant
   1. Provides an overview of resident’s usual day and responses to personal care
   2. Notes anything that the resident needs, e.g. clothing, toiletries, etc.
4. Unit Nurse (LPN, RN and/or RPN)
   1. Reports on resident’s current health issues, noting any changes
   2. Reports current vital signs, and resident’s response to medication administration and treatments
5. Pharmacist
   1. Reports resident’s current medications and relevant test results, where pertinent
   2. Offers recommendations regarding possible changes to medications
6. Dietitian
   1. Reports on resident’s nutritional status, weight & diet, noting any changes
   2. Addresses any dietary concerns and questions
7. Physician or Nurse Practitioner
8. Summarizes and distills the reports from team members, noting any changes
9. Notes the current medical concerns and the medication/treatment options
10. Leads the Goals of Care conversation, noting resident’s expected trajectory
11. Reviews and signs the Medical Orders for Scope of Treatment (MOST) form – *please see back of page for further information about the MOST*

