

## Family Meeting Details

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Location: \_\_\_\_\_

Questions I would like to ask:

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## Our Mission

The mission of Galway Hospice Governed Services, as partners with the Health Service Executive, is to support patients from counties Galway, Mayo and Roscommon with advanced diseases needing palliative care to attain the best quality of life possible.

This leaflet is designed as a short reference guide only

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## Family Meeting

## Information Leaflet



## **What is a family meeting?**

A family meeting is an opportunity to update you and your family or significant others on your illness, care plan and future care needs. Family meetings are an important part of providing a quality service to you and your family or significant others and they are also an aid to good communication between you and the Multidisciplinary Team (MDT).

## **What will happen before the meeting?**

Your Medical Social Worker will discuss the purpose of the meeting with you. Your consent for the meeting will be sought and you will be asked to identify the people you would like to attend. This is a good opportunity for you to share any thoughts or concerns that you have prior to the meeting. We would encourage you and also your family or significant others to think in advance about any questions that you may want to ask during the meeting.

## **What will happen during the meeting?**

Members of the team who are involved in your care (for example: Doctor, Nurse, Medical Social Worker, Physiotherapist, Occupational Therapist, Pharmacist, etc.) will give an update on your care needs and supports required (if any).

Information will be provided on services or supports available and we will assist you and your family or significant others in establishing goals of care and planning for future care needs.

You and your family or significant others will have an opportunity to ask questions and clarify information regarding your admission and/or future care needs. We will help and support you to make any important decisions about your care and to ensure that your wishes are respected in all aspects of the care planning process.

## **Do I have to attend the meeting?**

All patients are encouraged to attend to ensure that their wishes and preferences regarding their care are identified and respected. Some patients wish to attend all of the family meeting or sometimes just a part of the meeting. We will support you with your decision and arrange the meeting accordingly.

## **Do I need to invite all of my family to the family meeting?**

It is your decision to identify who you would like to be part of the meeting and you can discuss this further with your Medical Social Worker.

On some occasions the family or significant others may meet with the team separately, but this will only take place with your consent.

## **Who contacts my family to plan for the meeting?**

This is usually discussed and agreed between you and the Medical Social Worker.

## **How long will the meeting last?**

Most family meetings take around 30 to 45 minutes.

## **Where do family meetings take place?**

Usually meetings take place in one of the family rooms located within the inpatient unit.

If you are feeling unwell on the day, meetings can also be facilitated in your room.