

Nine tips for effective personal health budget (PHB) care and support plans:

- 1 Be clear about the health and wellbeing outcomes to be achieved and how the service user wants to achieve them.
- 2 Make sure the plan describes the person and their health and wellbeing needs, put clearly in the context of their circumstances, capacities, and sources of happiness.
- 3 Detail any risks and how these are to be managed and mitigated, including a contingency plan if things go wrong.
- 4 Focus on what is important to the person and what is important for meeting their health and wellbeing needs.
- 5 Set out what is working and not working from the person's perspective.
- 6 State which option for managing the PHB best suits the service user and how the budget will be used to accomplish this.
- 7 Name the service user's care co-ordinator, usually a CCG clinician who has regular contact with them and who signs off the plan.
- 8 Set out an action plan showing who will do what to achieve outcomes.
- 9 Be clear about how the plan and the PHB will be monitored and reviewed.