

# The Hospital Passport

## Frequently Asked Questions




Excellent Care. Every Person. Every Time.

# What is the Hospital Passport?

- Originates from the UK, recently modified by a team of carers and health care workers in Bendigo, Victoria.
- Contains key information:
  - Medical history
  - Communication needs
  - Behaviour support
  - Abilities
  - Routines
  - Likes and dislikes, etc.

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Surname: \_\_\_\_\_ UR No: \_\_\_\_\_  
Given Name: \_\_\_\_\_  
DOB: \_\_\_\_\_ Sex: \_\_\_\_\_  
(use label if available)


This is my  
**Hospital Passport**

If I have to go to hospital, this book needs to go with me.  
It gives hospital staff important information about me.

It should be kept by my bed and a copy should be put in my file.




Nursing and medical staff please look at my passport before you do any interventions with me.

 Name:

 Date of birth:

 Address:

 Language/culture:   
Interpreter required:

# Why use a Hospital Passport?

A Hospital Passport can be very useful for people with **disabilities and/or complex needs and behaviours** in the hospital setting.

A Hospital Passport gives comprehensive but succinct information about a person's health and care needs.

It helps hospital staff to understand the individual's needs and preferences.

# How to develop a Hospital Passport



# Where can I find the template?

- The Hospital Passport is available to download in PDF format from the Bendigo Health website:

[https://www.bendigohealth.org.au/disability\\_or\\_special\\_needs/](https://www.bendigohealth.org.au/disability_or_special_needs/)

- You can print it out and fill in by hand or type into the boxes to fill it out electronically.

# Who can fill it out?

- The person who will be using the Hospital Passport may be able to fill it out for themselves.
- Family, carer/s or support workers can fill it out on behalf of someone they care for.
- The information in the Hospital Passport needs to be specific to the person. Anyone who fills it out should know the person well.
- The Hospital Passport belongs to the person with a disability, not to the hospital.

# What information do I put into the Hospital Passport?

- Make sure all the personal details including name, date of birth and address are correct and up to date.
- Use dot points and short summaries rather than detailed histories and stories.
- Be specific and use examples.
- Refer to [this example](#) of a completed Hospital Passport as a guide. Click on the yellow comment bubbles for extra information or explanation.

# What do I do once it's finished?

- Put the date of completion on the front page and save the document (if electronic)
- Keep a printed copy in a special folder, and be sure take this with you to appointments or hospital visits.
- If you take it to hospital, ask the staff to make a copy and put it in your medical record.



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- Echuca Regional Health
- Intereach
- Murray Primary Health Network

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