

# What professionals have to do



## 1. Ask

Find out if a person has any communication or information needs and if so what they are.



## 2. Record

Record those needs in a clear way. This can be done on a computer or on paper.



## 3. Highlight

Make sure that a person's needs stand out in their records.



## 4. Share

Include information about a person's communication needs when sharing other information about them.



## 5. Act

Make sure people get information which they can use and understand.

# Communication Card

How I like to communicate and get information



Fill in the form and take it to your next appointment

A useful resource created by CHANGE  
[www.changepeople.org](http://www.changepeople.org)



## About me



My name is:

My date of birth is:

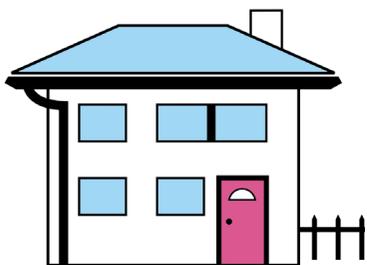
Date

Month

Year



My address is:



## How I communicate



I communicate using:

E.g. BSL, deafblind interpreter



To help me communicate I use:

E.g. hearing aid, talking mat



I need information in:

E.g. braille, easy read



The best way to contact me is:

E.g. mobile, email