**Section 1 My Personal Information and Plans**

Personal information, personal care plan preferences and information about other actions an individual may wish to consider for him/herself. It includes contact details of people and organisations the individual may wish to contact

**Section 2 My Personal Health and Social Care Information and Plans**

Information pertaining to ‘my health and social care’ including ‘my single comprehensive Care Plan’, health documents and plans e.g. assessments, test results, operation and treatment notes, medicines, social care plans and documents including assessments, services, notes, letters about me and any other contents as appropriate e.g. Optician, Dentist, Ophthalmologist

**Section 3 My Appointments and Communication Logs**

Personal communication records and appointments made by the individual

 **Section 4 Local, National and Community Information**

Other Information you may wish to record e.g. local and national information relevant to you including laws, rights, strategies, action plans, guidance, community support etc.

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| **Date my record is set up and dates last updated** |
| **Date** | **Section** | **Item** |
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