

# Guidelines for Shared Transfer of Care

Shared Transfer of Care is professional, integrated and supportive care that places the person, their family and carers at the centre of the transfer plan.

## Core Principles

-  **Care is centred on the person and their family**  
A person and their family and carers collaborate with service providers to receive services that place the person at the centre of their health care.
-  **Evidence-based quality services**  
Professionals and people work together using the best available evidence and their individual expertise to make shared decisions.
-  **Equity in access to care**  
Access to services and support that meet the needs of a person.
-  **A strengths-based approach to care**  
The focus is to engage with the person to identify their capabilities and strengths so they can achieve their goals.
-  **Strong linkages and coordination across sectors**  
Providers work together using a coordinated and integrated approach to service delivery, with respectful communication as the key.
-  **Interdisciplinary approach**  
A person receives support that involves the different services they need for holistic care.

## Sharing Points

- 1 Sharing with People**  
A person and their family and carers are involved in the transfer plan, which is based on the person's needs—physical, social, spiritual and cultural.
- 2 Sharing Accountability**  
Shared accountability between service providers and including the person enables a person-centred approach to care.
- 3 Sharing Communication**  
Communication (both routine and non-routine) between providers is timely and appropriate, and involves the person.
- 4 Sharing Documentation**  
High-quality documentation is shared between providers and the person, regardless of the setting.
- 5 Sharing Coordination**  
Care is coordinated, evidence-based and person-centred across sectors.

