



Let's talk supported decision-making — Living arrangements checklist

A checklist to support a family member or friend make decisions about where and how to live.

Supported decision-making is about empowering the individual to make their own decisions, with support tailored to their needs. The role of the supporter is not to make decisions for someone with impaired capacity, but to assist them in understanding, considering, and expressing their choices.

Scenario: Deciding where and how to live

- What daily routines are important to the person?
- What would make them feel safe and comfortable?
- Write short notes to record how the person's preferences guided the decision.
- Use the notes to show that the person was involved and supported
- What support is nearby?

An 8-step approach to supported decision-making

Table 1: Questions to ask when supporting someone to decide on where and how to live

Steps	What to ask, think about and suggested questions	Notes/reflections
1. Get to know the person	<p>Understand what “home” means to the person — being close to family, pets, privacy or having support nearby?</p> <ul style="list-style-type: none"> • What makes a place feel like home to you? • Do you feel happiest when you're around others, or do you prefer your own space? • Is being close to family, friends, or pets important to you? • What do you need to feel safe and comfortable in your home? 	
2. Identify the decision	<p>Be clear about the decision that needs to be made.</p> <ul style="list-style-type: none"> • Would you like to live here? • If you don't live here, would you like to live somewhere quieter, closer to family, or with more support? • What's most important to you when deciding where to live? 	



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3. Prepare to make the decision	<p>Choose the right time and setting to discuss the decision. Talk when the person feels relaxed and ready.</p> <ul style="list-style-type: none"> • Would you like to talk about this now or would you like to think about it more? • Would you like to visit some places first and then decide? • Is there someone you'd like to have with you (e.g. supporters) when we talk about this? 	
4. Gather the right information	<p>Provide clear and relevant information about housing options.</p> <ul style="list-style-type: none"> • What more information would you like to help you decide? • Let's look at what each place offers, like transport, costs, and support services. • Do you want to list the pros and cons of each option? 	
5. Communicate clearly	<p>Use photos, maps or short videos and simple explanations to help the person understand.</p> <ul style="list-style-type: none"> • Here are some photos and videos of the places. Which one do you like better? • Would it help to visit these places to see what they're like in person? • Do you want me to explain what each place offers in more detail? 	
6. Explore options together	<p>Talk about the pros and cons of each option.</p> <ul style="list-style-type: none"> • This place is quieter, but it's further from your family. How do you feel about that? • This one has more staff to help you, but it's not as close to your friends. What's more important to you? • Would you like to visit these places to see which one feels right for you? 	



Steps	What to ask, think about and suggested questions	Notes/reflections
<p>7. Support and act on the decision</p>	<p>Help with the practical steps of moving or visiting.</p> <ul style="list-style-type: none"> • Would you like me to organise visits to both places so you can see them for yourself? • I can help with the move and introduce you to the staff. Does that sound good? • Is there anything else you'd like help with, like packing or transport? 	
<p>8. Review and uphold the decision</p>	<p>After a few weeks check in to see how they feel about the move.</p> <ul style="list-style-type: none"> • How are you feeling about your new home? Is there anything you'd like to change? • Do you feel this place meets your needs, or would you like to look at other options? • Is there anything I can do to make you feel more comfortable here? 	

Additional questions to ask

- What's the most important thing for you when choosing where to live?
- Do you need more support at home, or are you happy with how things are now?
- What kind of support do you think you'll need in your new home?
- Would you like to live closer to family or friends?
- What do you think about the cost of the different options?
- Are there any places you've seen or heard about that you'd like to visit?
- What do you think about living with other people?



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Acknowledgement of Country

The Office of the Public Guardian acknowledges and pays our respects to the Traditional Custodians over the lands, seas and waterways throughout the state of Queensland in which we work and live and pay our respects to their Elders, past, present and emerging.

Translation

If you need translation services, contact the Translating and Interpreting Service on **131 450**.