



Key Information Summary

The Key Information Summary or KIS is an extension of the Emergency Care Summary and other information about a person's health and care, such as:

- health conditions and treatment for these
- where applicable a proxy's or carer's name and contact details
- Information about care and treatment preferences
- Where a person likes to be cared for

There is an accessible 'easy read' guide to explain 'My Key Information Summary' to service users, their proxies, family, and carers. You can find it [here](#). We would encourage all adult support and protection partners to use this, make it visible in their service and share it with all service users they feel would benefit from this important anticipatory care planning.

There are also benefits to professionals and services where good quality key information summaries are in place. It promotes early and effective intervention through access to good quality information enabling the right assessment outcome and interventions. This has a positive impact multiagency collaboration and cooperation in complex care.

Key Information Summaries can be helpful to highlight:

- Long-term health conditions/Multiple medications
- Family member/carer provides care.
- Likely to require care in the out of hours period.
- Difficulty telling others about their conditions and circumstances.

7 Minute briefing

- Recorded and reviewed by a General Practitioner (GP).
- Consent is gained from the patient and the patient and GP agree what information can be recorded.
- Easier for NHS staff to find out about important health and social care needs.

Emergency Care summary can be viewed by NHS staff when the patient required urgent care in the out of hours period. This includes:

- A&E, Scottish Ambulance Service (SAS)
- NHS24 Staff, Out of Hours GPs
- Pharmacies

A GP, alongside other professionals may decide that it is necessary to record an emergency care summary without the person's consent or where they have been unable to gain this. The law allows for this practice taking into account GDPR legislation. For example: it is necessary to protect a child at risk or an 'adult at risk of harm' under The Adult Support and Protection (Scotland) Act 2007, danger to self, danger to others.