# Ceredigion Carers Registration and Referral Form

Please read the guidance notes before completing this form. A member of staff should be able to help you.

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| --- |
| Name of surgery: |
| Name of IiC setting: |

## Section A: let your GP surgery know you are a carer

|  |  |
| --- | --- |
| Title:  Full name: | Address: |
| Date of birth: | Postcode: |
| Telephone: | Email: |
| Written language preference: | Spoken language preference: |

### About the person or people you care for:

|  |
| --- |
| What county do they live in? |
| Your relationship to the person you care for (e.g. wife, son, mother, friend, etc.): |
| What illness, disability or condition does the person you care for have? |
| Does anyone else provide additional care for this person:  Yes  No |
| Their age range:  5 to 18  18 to 25  Over 25 |

## Section B: help and support, please see notes for more information

|  |  |
| --- | --- |
| Would you like Ceredigion County Council to send you a **Carers Information Pack?** | Yes |
| Would you like to join the **Carers Information Service** run by Ceredigion County Council’s Carers and Community Support Team? | Yes |
| Would you like to talk to someone from **Gofalwyr Ceredigion Carers** (a support service for carers in Ceredigion)? | Yes |
| Would you like to speak to someone in Ceredigion County Council’s Porth Gofal about having a **Carers Needs Assessment?** | Yes |

### Please sign and date:

By signing this form you are agreeing to be registered as a carer at your GP surgery. If you say yes to anything in Section B your details will be passed to the named organisation. They will store and use your personal information to help and support you in your caring role.

|  |  |
| --- | --- |
| Carers signature: | Date: |

### For surgery staff only:

I confirm that I have checked the above information. The carer has understood and signed the form. They have been given a copy of the guidance notes and ‘Do you look after someone?’ leaflet. If anything in Section B has been ticked I will post to: Porth Gofal, Ceredigion County Council, Canolfan Rheidol, Llanbadarn Fawr, Aberystwyth, SY23 3UE or email a password protected word document to: [contactsocservs@ceredigion.gov.uk](mailto:contactsocservs@ceredigion.gov.uk) **within 5 working days**.

|  |  |  |
| --- | --- | --- |
| Full name: | Signature: | Date: |

# Ffurflen Gofrestru ac Atgyfeirio Gofalwyr Ceredigion

Darllenwch y Nodiadau canllaw cyn llenwi’r ffurflen hon. Dylai aelod o staff allu eich helpu.

|  |
| --- |
| Enw’r feddygfa: |
| Enw’r sefydliad BmG: |

## Adran A: rhowch wybod i’ch meddygfa eich bod yn ofalwr

|  |  |
| --- | --- |
| Teitl:  Eich enw: | Cyfeiriad: |
| Dyddiad Geni: | Côd post: |
| Ffôn: | Ebost: |
| Dewis iaith ysgrifenedig: | Dewis iaith lafar: |

### Ynglŷn â’r bobl neu’r bobl yr ydych yn gofalu amdanynt:

|  |
| --- |
| Ym mha sir maen nhw’n byw? |
| Eich perthynas â’r bobl rydych yn gofalu amdano (e.e. gwraig, mab, mam, ffrind, ac ati.): |
| Pa salwch, anabledd neu gyflwr sydd gan y bobl rydych yn gofalu amdano? |
| A oes unrhyw un arall yn darparu gofal ychwanegol ar gyfer y person hwn:  Oes  Na |
| Eu hystod oedran:  5-18  18-25  Dros 25 |

## Adran B: cymorth a Chefnogaeth, gweler y Nodiadau am ragor o wybodaeth

|  |  |
| --- | --- |
| Hoffech chi i Gyngor Sir Ceredigion anfon **Pecyn Gwybodaeth i Ofalwyr** atoch chi? | Hoffwn |
| Hoffech chi ymuno â’r **Gwasanaeth Gwybodaeth i Ofalwyr** sy’n cael ei redeg gan Dîm Gofalwyr a Chymorth Cymunedol Cyngor Sir Ceredigion? | Hoffwn |
| Hoffech chi siarad â rhywun o **Gofalwyr Ceredigion** **Carers** (gwasanaeth cymorth i ofalwyr yng Ngheredigion)? | Hoffwn |
| Hoffech chi siarad â rhywun ym Mhorth Gofal Cyngor Sir Ceredigion am gael **Asesiad Anghenion Gofalwyr?** | Hoffwn |

### Llofnodwch a nodi dyddiad:

Drwy lofnodi'r ffurflen hon rydych yn cytuno i gofrestru fel gofalwr yn eich meddygfa. Os byddwch yn dweud ‘hoffwn’ i unrhyw beth yn Adran B caiff eich manylion eu trosglwyddo i’r sefydliad a enwir. Byddant yn storio ac yn defnyddio eich gwybodaeth bersonol i'ch helpu a'ch cefnogi yn eich rôl ofalu.

|  |  |
| --- | --- |
| Llofnod gofalwr: | Dyddiad: |

### Ar gyfer staff y feddygfa yn unig:

Rwy’n cadarnhau fy mod wedi gwirio’r wybodaeth uchod. Mae'r gofalwr wedi deall a llofnodi'r ffurflen. Maent wedi cael copi o’r nodiadau canllaw a thaflen ‘Ydych chi’n gofalu am rywun?’ Os oes unrhyw beth yn Adran B wedi cael ei dicio byddaf yn postio i: Porth Gofal, Cyngor Sir Ceredigion, Canolfan Rheidol, Llanbadarn Fawr, Aberystwyth, SY23 3UE neu e-bostiwch dogfen Word a ddiogelir gan gyfrinair at: [contactsocservs@ceredigion.gov.uk](mailto:contactsocservs@ceredigion.gov.uk) **o fewn 5 diwrnod gwaith**.

|  |  |  |
| --- | --- | --- |
| Enw llawn: | Llofnod: | Dyddiad: |

# Ceredigion Carers Registration and Referral Form: Guidance Notes

## Are you a carer?

Do you look after a relative, friend or neighbour who cannot manage on their own because they have an illness, poor health, disability, mental health issue or an addiction? If so, you are a carer. There are several ways you could get help and support. The first step is to take a few moments to read these guidance notes and complete the form attached to this sheet.

## Why you should complete the carer registration form

You should have been given a copy of the ‘Do you look after someone?’ leaflet along with this form. The leaflet provides more detail on the benefits of registering and having a referral as a carer.

It is also helpful for your surgery to know who you are caring for. Please ask about a cared-for consent form. You and the person you care for will need to sign that form.

## **Section A: letting your GP surgery know you are a carer**

If you complete Section A of the form, you will be registered as a carer at your GP surgery. This means your surgery will be able to help and support you in your caring role. The form also asks if there is anyone else who provides care in particular under the age of 25 to help identify young or young adult carer(s).

## **Section B: explains some of the help and support that is available to carers**

### Carers Information Pack

Ceredigion County Council’s Porth Gofal will send you an information pack. The pack contains information on a range of topics that will help you with your caring role. For further information contact Porth Gofal on **01545 574000**.

### Carers Information Service

The Carers Information Service is run by Ceredigion County Council’s Carers and Community Support Team. By joining you will receive a free Carers Magazines released 3 times a year. Along with information on services, support and training, details of events and access to the Carers Forum. For further information contact the Carers Information Service on **01970 633564**.

### Gofalwyr Ceredigion Carers

Gofalwyr Ceredigion Carers provide support to carers. Providing information, advice, and emotional support on an individual basis. They organise group activities, training, and time to talk with other carers. They also help carers access support to have a break from caring. For further information contact Gofalwyr Ceredigion Carers on **03330 143377**.

### Carers Needs Assessment

Ceredigion County Council’s Porth Gofal will contact you about having a Carers Needs Assessment. This gives you the opportunity to talk about your caring role and work out what help and support you may need to continue caring. For further information contact Porth Gofal on **01545 574000**.

## What happens when you hand the completed form back to your GP surgery?

You will be recorded as a carer at your surgery. This means that all staff know that you are a carer. You should receive the right advice and support. If you said yes to anything in section B your details will be sent to the carers service organisation. They will store and use your personal information so that they can help and support you. Your information will not be shared with any third parties outside these organisations.

# Ffurflen Gofrestru ac Atgyfeirio Gofalwyr Ceredigion: Nodiadau Cyfarwyddyd

## Ydych chi'n ofalwr?

A ydych yn gofalu am berthynas, ffrind neu gymydog na allant ymdopi ar eu pen eu hunain oherwydd bod ganddynt salwch, iechyd gwael, anabledd, problem iechyd meddwl neu ddibyniaeth? Os felly, rydych yn ofalwr. Mae sawl ffordd y gallech chi gael cymorth a chefnogaeth. Y cam cyntaf yw cymryd ychydig funudau i ddarllen y nodiadau canllaw hyn a chwblhau'r ffurflen sydd ynghlwm wrth y daflen hon.

## Pam y dylech lenwi'r ffurflen gofrestru gofalwr

Dylech fod wedi cael copi o’r daflen ‘Ydych chi’n gofalu am rywun?’ ynghyd â’r ffurflen hon. Mae'r daflen yn rhoi mwy o fanylion am fanteision cofrestru a chael atgyfeiriad fel gofalwr. Mae hefyd yn ddefnyddiol i'ch meddygfa wybod pwy rydych chi'n gofalu amdano. Gofynnwch am ffurflen ganiatâd y sawl sy’n derbyn gofal. Bydd angen i chi a'r person yr ydych yn gofalu amdano lofnodi'r ffurflen honno.

## **Adran A: rhoi gwybod i'ch meddygfa eich bod yn ofalwr**

Os byddwch yn llenwi Adran A o'r ffurflen, byddwch wedi'ch cofrestru fel gofalwr yn eich meddygfa. Mae hyn yn golygu y bydd eich meddygfa yn gallu eich helpu a'ch cefnogi yn eich rôl ofalu. Mae'r ffurflen hefyd yn gofyn a oes unrhyw un arall sy'n darparu gofal yn arbennig o dan 25 oed i helpu i nodi gofalwr(wyr) ifanc neu oedolion ifanc.

## **Adran B: mae'n esbonio peth o'r cymorth a'r gefnogaeth sydd ar gael i ofalwyr**

### Pecyn Gwybodaeth i Ofalwyr

Bydd Porth Gofal Cyngor Sir Ceredigion yn anfon pecyn gwybodaeth atoch. Mae'r pecyn yn cynnwys gwybodaeth am amrywiaeth o bynciau a fydd yn eich helpu gyda'ch rôl gofalu. Am ragor o wybodaeth cysylltwch â Porth Gofal ar **01545 574000**.

### Gwasanaeth Gwybodaeth i Ofalwyr

Mae’r Gwasanaeth Gwybodaeth i Ofalwyr yn cael ei redeg gan Dîm Gofalwyr a Chymorth Cymunedol Cyngor Sir Ceredigion. Drwy ymuno byddwch yn derbyn Cylchgronau Gofalwyr am ddim a gyhoeddir 3 gwaith y flwyddyn ynghyd â gwybodaeth am wasanaethau, cefnogaeth a hyfforddiant, manylion digwyddiadau a mynediad i'r Fforwm Gofalwyr. Am ragor o wybodaeth cysylltwch â'r Gwasanaeth Gwybodaeth i Ofalwyr ar **01970 633564**.

### Gofalwyr Ceredigion Carers

Mae Gofalwyr Ceredigion yn darparu cymorth i ofalwyr. Darparu gwybodaeth, cyngor a chefnogaeth emosiynol yn unigol. Maen nhw'n trefnu gweithgareddau grŵp, hyfforddiant, ac amser i siarad â gofalwyr eraill. Maent hefyd yn helpu gofalwyr i gael cymorth i gael seibiant o ofalu. Am ragor o wybodaeth cysylltwch â Gofalwyr Ceredigion Carers ar **03330 143377**.

### Asesiad Anghenion Gofalwyr

Bydd Porth Gofal Cyngor Sir Ceredigion yn cysylltu â chi ynghylch cael Asesiad Anghenion Gofalwyr. Mae hyn yn rhoi’r cyfle i chi siarad am eich rôl ofalu a gweithio allan pa gymorth a chefnogaeth y gallai fod eu hangen arnoch i barhau i ofalu. Am ragor o wybodaeth cysylltwch â Porth Gofal ar **01545 574000**.

## Beth sy'n digwydd pan fyddwch chi'n dychwelyd y ffurflen wedi'i chwblhau i'ch meddygfa?

Byddwch yn cael eich cofnodi fel gofalwr yn eich meddygfa. Mae hyn yn golygu bod yr holl staff yn gwybod eich bod yn ofalwr. Dylech dderbyn y cyngor a'r gefnogaeth gywir. Os dywedasoch ‘ydw’ i unrhyw beth yn adran B, anfonir eich manylion at y sefydliad gwasanaeth gofalwyr. Byddant yn storio ac yn defnyddio eich gwybodaeth bersonol fel y gallant eich helpu a'ch cefnogi. Ni fydd eich gwybodaeth yn cael ei rhannu ag unrhyw drydydd parti y tu allan i'r sefydliadau hyn.